POLO PARK HOMEOWNERS ASSOCIATION

Architectural Review Committee - Change Request Form

EXPIRES SIX (6) MONTHS FROM DATE SIGNED

# COPY OF COUNTY PERMIT FOR CHANGES TO EXISTING HOME

Name: Address Telephone



PROJECT

DESCRIPTION OF ALL PROJECTS OUTSIDE OF THE HOME.

Painting House or Driveway, : If you are painting your house or driveway or gutters

You MUST attach color chips of the proposed colors. Both of the main house, trim and/or Driveway.

Colors are available to look at in the office.

Windows, doors, roof, enclosures, additions, and any material change to your property,

Etc. As stated in our Covenants and Restrictions. Must have ARC approval. Project:

Description:



Diagram:

l, the undersigned, hold the Polo Park Homeowners Association and the Architectural Review Committee blameless as it relates to project Set Backs and Polk County Permits.



 Signature Date

Date: Picked Up Date: Reviewed w/HomeownerDate Approved:

Approved by: Disapproved/Referred to the Board by Reason:

Request will be reviewed within 7business days.

Dear Homeowner,

Below are a few tips to consider as a guideline before you start your exterior home project.

Also, please refer to your copy of the Polo Park Amended & Restated Declaration of Covenants and Restrictions which detail a homeowners responsibilities regarding the appearance and maintenance of your property.

l. Before you purchase materials for a DYI or hire a contractor, please call Polk County to ask:

1. What are the setback requirements to install your structure?
2. What are the setback requirements for poured concrete or paver install? C. Is a permit required for the structure, concrete or paver install?

D. Is a permit required for window or door replacement?

All your questions can be answered by calling the Polk County Building Division at

863-534-6080. polkcounty.net

Once you have this information, and before you start your project, an ARC form must be completed.

The ARC form is available in the Boulevard Club House.

Complete the form, include in your description if a Polk County permit is required for your project.

Submit the completed form to Boulevard office personnel.

The ARC Committee will review and respond to your request within 7 to 10 days.

Thank you for your cooperation.

Sincerely,

ARC Committee Chairman

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