

**WINCHESTER COURTS HOMEOWNERS ASSOCIATION, INC.  
REQUEST FOR REVIEW FOR ARCHITECTURAL MODIFICATION**

OWNER(S) NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

=====  
Approval is hereby requested to make the following structural modification(s), alteration(s), or addition(s) as described and depicted below, or on additional attached pages as necessary. Please include such detail as dimensions, materials, color, design, size, location and other pertinent data.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BEFORE YOU DIG: CALL 811 - UNDERGROUND LINE LOCATE - BE SMART- BE SAFE**

**Landscape Modifications:**

- 1) Fill out this form and submit to Property Manager stating you are requesting plants outside your unit.
- 2) Complete the attached diagram indicating the desired location (s) and types of plantings. The Landscape Committee will review the designated area and make the final determination on whether plantings are appropriate and in accordance with the landscaper’s recommendations.
- 3) If your ARB is approved by the association, the unit owner assumes the financial responsibility for the designated plantings and is required to water them daily for a period of 30 days to ensure their survival. In the event that the new plantings die, the owner assumes the cost of replacing them.

**Cameras/ Satellite Dishes/Ring Door Bells - & Similar**

Items to be attached to the exterior of the building MUST be approved by the Board - in writing - PRIOR to installation. If the attachment causes any damage to Association property you will be held financially responsible to fix.

**Security Cameras:** Please keep these INSIDE your unit. If you cannot the Board will work with you on appropriate location.

**Satellite Dishes:** These may NOT be attached to any portion of the patio fence OR the roof or any wood that is a part of the roof. A south westerly direction is required to receive a signal if the patio does not work, let us know to meet and come up with appropriate location.

**Ring Door Bells & Similar:** First choice is that you attach them to your front door or front door frame. Second choice is to attach to the wall next to the front door - needed if hard wired. You are responsible for any damage to the stucco - especially upon removal.

**Front Stoops:**

If your unit has a raised front porch, you may be permitted to add tile, paint, etc., but prior board approval is required and the Association will not be held liable for any damage, incident or liability created or caused by the change. Unit owner also responsible for the upkeep.

**WINCHESTER COURTS HOMEOWNERS ASSOCIATION, INC.  
REQUEST FOR REVIEW FOR ARCHITECTURAL MODIFICATION**

**Paint Colors: As of January 2020, all paint is from Sherwin Williams**

**House walls: #6105 (Divine White)**

**Front Doors & Window Trim: #7006 (Extra White)**

**Fences & Roof Trim: #9098 (Baked Cookie)**

**I understand and will comply with the following:**

\* Nothing may be placed on any area of the exterior of the building without prior Board approval. Association maintained areas are: the roof and roof fascia and soffits, the exterior stucco walls and patio fences are very limited on what may be placed on them and you are responsible to restore the area once the item has been removed, failure to restore may result in the Association restoring and billing you for same along with all related costs and fees.

\* To abide by the decision of the Board of Directors.

\* If owner's request is not approved, or work performed is different than approved ARB request, owner understands and agrees, by signing below, that owner may be subject to court action by the association and that owner shall be responsible for all reasonable attorney fees and costs. Association may also elect to restore the area with the unit owner being responsible for the entire cost of restoration.

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Signature of Owner

\*\*\*\*\*  
(Below this line to be filled out by HOA)

DATE RECEIVED: \_\_\_\_\_

APPROVED BY ( ): \_\_\_\_\_

NOT APPROVED ( ): \_\_\_\_\_

TERMS, CONDITIONS, COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Terms of Approval:** The Association accepts no liability for loss or damage to your changes under any circumstances. Should your changes cause or create Liability, damage or a nuisance to the common areas, or your neighbors, at the sole discretion of the Board of Directors, the unit owner will be held responsible for the entire cost of restoration and restitution. Unit owner to maintain adequate insurance to cover any potential liability.

Return To: Winchester Courts HOA, Inc.  
C/o CMC Management, Inc., 2950 Jog Road, Greenacres, FL 33467  
561-641-1016 ~ 561-641-9118 Fax