

ARCHITECTURAL REVIEW COMMITTEE

QUICK REFERENCE SHEET for Homeowners

An ARC form needs to be submitted for any additions and/or changes to outside of unit/home including:

LANDSCAPING:	ANYTHING ON EXTERIOR of BUILDING:
Curbing	A/C Replacement
Driveway / Walkway Coating / Paint	A/C Line replacement
Fencing of A/C and/or pool equipment	Doors / Sliders
Flower bed (Change Design of)	Garage Door
Landscaping (add or remove)	Garage Door Screen
Ornamentals (removal, replace, new)	Generators
Pavers	Gutters / Downspouts / Leaf Filters
Pots, Yard Art	Hurricane Shutters
Pool, Patio, Lanai	Lanai or front entry enclosure
Tile	Mailboxes
Tree and/or Shrub (Removal, Replace, New)	Painting
Lights or Lighting	Roof Color or Material Changes
	Shutters or Screens
	Skylights/Solar tubes
	Windows replacement
	Flags
	Garage Lights

If in doubt, please contact your ARC representative!

Villas 1 (48 homes) – Dean Cassady (DCass761@gmail.com or 303-668-9465)
 Villas 2 (72 homes) – Jim Reed (Minkotamis@yahoo.com or 612-961-1217)
 Condos (240 homes) – Bill Barlow (GWBarlow@msn.com or 215-595-4770)
 HOA 1 (63 homes) – Jeff Brown (Instigator43@gmail.com or 989-274-6018)
 HOA 2 (106 homes) – Jackie Renner (JackieRenner88@gmail.com or 513-300-1969)

ARCHITECTURAL REVIEW FORM

Please return completed form to:

Heritage Cove Community, Clubhouse
14041 Brant Point Circle; Ft. Myers, FL 33919
Tel: (239) 415-9500; Fax: (239) 415-9502

DATE: _____

NEIGHBORHOOD ASSOC: _____

NAME OF OWNER(S): _____

PROPERTY ADDRESS: _____

PHONE(S): _____ EMAIL: _____

REQUEST: _____

Include the following:

- ☐ Name of Company performing work: _____ Phone: _____
☐ Copy of Site Plan to include drawings, photos, specification and attachments
☐ Business License & Certificates of insurance –COMMERCIAL LIABILITY – WORKER’S COMP (OR WAIVER)

I/We hereby make application to the Architectural Review Committee (“ARC”) for the above described project for consideration and approval. I/We understand that approval of our request must be granted BEFORE WORK CAN BEGIN.

Signature of Owner

Signature of Owner

NOTE TO OWNER: ARC forms must be reviewed by a Board Member of your Neighborhood Association prior to submission to the ARC.
It is the responsibility of the owner to submit the form and documentation to the ARC in a timely fashion.

(FOR NEIGHBORHOOD ASSOCIATION BOARD USE ONLY)

Approved/Reviewed Date: _____ Denied Date: _____

Response: _____

Signature of Neighborhood Association Board Member

Print Name

(FOR ARC USE ONLY)

Approved/Reviewed Date: _____ Denied Date: _____

Response: _____

Signature of ARC Chairperson/Representative

Print Name