

**FAIRWAYS OF COUNTRYWAY HOMEOWNERS ASSOCIATION, INC.  
REQUEST FOR ARCHITECTURAL APPROVAL**

**I. Request Submitter Information**

Name			
Address			
Phone	(H)		(C)
Email			
DATE Submitted:			

**II. Requested Change (please check)**

**NOTE: EACH REQUESTED CHANGE REQUIRES A SEPERATE APPLICATION**

Addition		Roof	
Addition		Exterior Paint	
Shed		Fence	
Deck/Patio		Landscaping	
Satellite Dish		Hot Tub / Pool	

Other change (please specify): \_\_\_\_\_

**III. Specific Description of Improvement, Modification or Change**

**NOTE: ALL INFORMATION REQUESTED IS REQUIRED FOR APPLICATION TO BE CONSIDERED COMPLETE.**

Location on property-specify			
Size/dimensions of modification			
House Color	Body		
	Trim		
	Door		
Roof	Roof Color	Type	
Materials			
Estimated Dates	Starting:	Completion:	
Contractor Name, Address & Phone (if applicable)			

**IV. Required Attachments**

**NOTE: DOCUMENTS BELOW MUST BE ATTACHED FOR APPLICATION TO BE CONSIDERED COMPLETE. INCOMPLETE APPLICATIONS WILL BE RETURNED AND WILL NOT BE CONSIDERED UNTIL ALL REQUIRED INFORMATION IS PROVIDED TO THE ARC**

- Actual COPY of recorded property survey with detailed measurements of location of proposed changes or additions clearly shown.
- Photos of samples of structure requested.
- Landscaping details (types of plants, quantities, additions, removals)

- The Architectural Review Committee reserves the right to request more information to clarify this application.
- Installation prior to proper approval is not in accordance with the Association's Covenants, Conditions, and Restrictions
- Approval by the ARC does not in any way guarantee approvals by the City, County, or any other such agencies and all such approvals or permits are the responsibility of the applicant.
- The ARC has 30 days from receipt to respond to your request. The process does not begin until all required documents are received by the ARC.
- An application requesting approval for any alteration which occurs outside the exterior walls of the building and therefore, requires approval of the Architectural Control Committee, **MUST BE ACCOMPANIED BY A SKETCH AND A COPY OF YOUR LOT SURVEY INDICATING LOCATION, SIZE AND TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY.**
- If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed for most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration, and addition complies with any applicable law, rule, regulation code or ordinance.
- As a condition precedent to granting approval of any request for a change, alteration, or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assumes sole responsibility for the repair, maintenance, or replacement of any such change, alteration, or addition. **IT IS UNDERSTOOD AND AGREED THAT FAIRWAYS OF COUNTRYWAY HOMEOWNERS ASSOCIATION, INC. AND UNIVERSITY PROPERTIES, INC. ALL, ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.**

• Date \_\_\_\_\_ Owners Signature \_\_\_\_\_

*For Architectural Control Committee Use Only:*

Date ARC recd completed app.	
Date completed app reviewed	
Date homeowner notified of decision	
ARC DECISION	Approved    Conditional Approval    Unable to Approve
REASON for application decision	

**Please send all correspondence to:**

FAIRWAYS OF COUNTRYWAY HOMEOWNERS ASSOCIATION, INC.  
 University Properties, Inc.  
 3018 North U.S. Highway 301 #950  
 Tampa, FL33619  
 813-980-1000  
[rbailey@univprop.com](mailto:rbailey@univprop.com)