

THE ENCLAVE ON HORSESHOE LAKE HOMEOWNERS ASSOCIATION

E-Mail: joel@faithproperty.com

LANDSCAPE /ARCHITECTURAL CHANGES

(Not for Deck or Patio Applications)

This application is used to request approval for architectural or landscape projects. When complete, it must be submitted to the Architecture and Landscape Review Committee (ALRC) via All Property Services. The ALRC will then determine if it complies with the covenants, rules and policies of the HOA. Some project requests are approved as submitted, others are approved with modifications, and those which do not meet requirements are rejected. Members of the ALRC may visit the property to evaluate the request, and may contact the requestor to discuss necessary changes.

E-mail this form and any supporting documents, pictures, diagrams, colors, or samples to joel@faithproperty.com. If you have any questions regarding the requirements, you may contact the ALRC at the same address.

CONTACT INFORMATION

Date of Submittal:

Property Address:

Name(s) of Owners:

Mailing Address:

Phone Number:

Email:

PROJECT DESCRIPTION

- Removal or planting of trees
- Removal or planting of bushes or permanent plants
- Addition, removal or change of ground cover (mulch, rock)
- Change to the home, garage that is visible from the outside

LANDSCAPE /ARCHITECTURAL CHANGES

Other (Please Specify)

NOTE: See *ADDITIONAL INFORMATION* for Architectural and Landscape Change Requests, and painting not requiring the submittal of this form.

DESCRIPTION OF LANDSCAPE CHANGE

Describe any change to the landscaping around the home including removal or addition of landscape elements.

List plants, bushes, trees, water feature, rocks, etc. Include all details about the design, nature, type, size, shape, height, width, color, materials, water requirements, and size at maturity, of proposed improvements. Describe the specific location of items by measuring the distance from your home and/or by providing a sketch which includes the relative position of items from your house. A small flag to mark the proposed landscape items is helpful to illustrate the location.

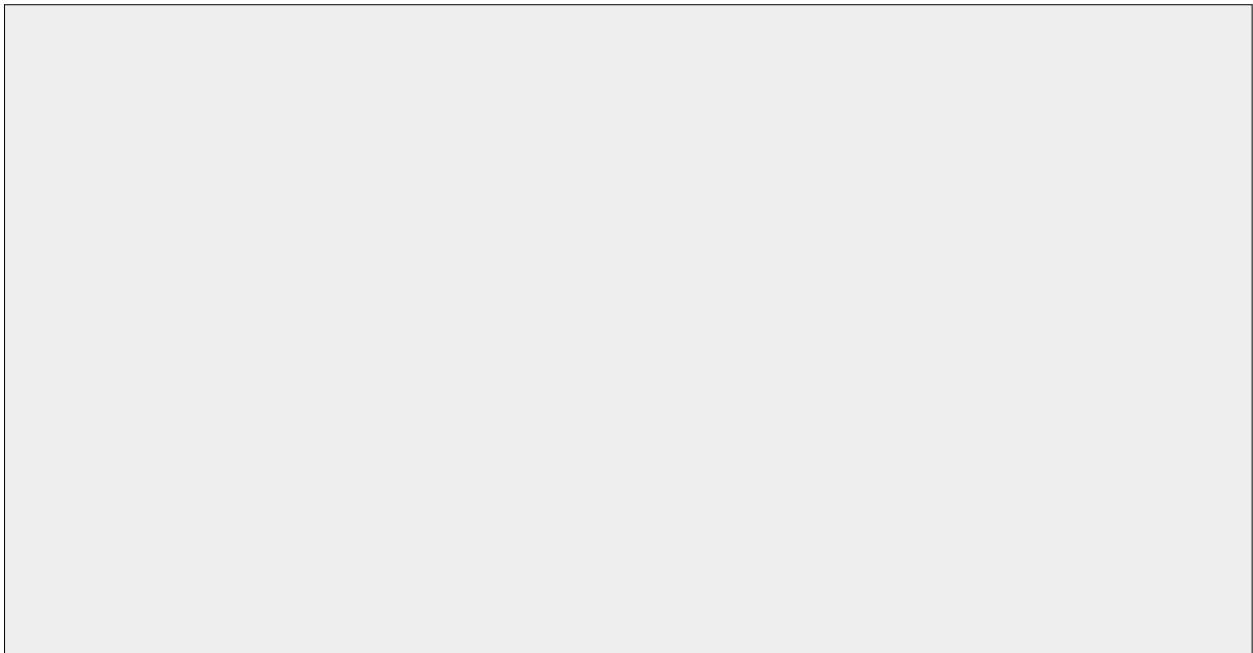
Attach a separate document if necessary.

LANDSCAPE /ARCHITECTURAL CHANGES

DESCRIPTION OF ARCHITECTURAL CHANGE

Describe any change to the home that is visible from the outside to include removal, placement, or replacement of structural, architectural or decorative elements that are different from what currently exists.

Explain the proposed change(s) to a home or garage including, as applicable, color, design, materials, dimensions and shape, and specific location:



Attach a separate document if necessary.

ONE OR MORE MUST BE SUBMITTED WITH THE REQUEST

(Indicate if you have items that cannot be sent via email. An ALRC member will contact you to retrieve them.)

- Plans, including location, elevations, and dimensions
- Specifications (e.g. manufacturer's brochure)
- Samples of colors
- Samples or description of materials

LANDSCAPE /ARCHITECTURAL CHANGES

- Photographs
- Address of other Enclave home which has similar item/color (optional)
- Other (Specify)

REQUIRED PROVISIONS

A complete application must be submitted. Omission of necessary descriptive information will delay the application.

By submitting this application, you agree to the following provisions:

1. No work, commitment of work, or purchase of materials will be contracted by me until I have received written approval from the ALRC.
2. All work will be done expeditiously once commenced and will be done in good workmanlike manner by myself or a contractor.
3. All work will be performed at a time and in a manner to minimize interference and inconvenience to other homeowners of the Association.
4. No trash or debris from the project will be left on property belonging to other unit owners or the common area in the tract.
5. I will not trespass into the Peninsula Conservancy Area at any time while work is commencing without first obtaining permissions from the Peninsula HOA. No vehicles will enter the conservancy to deliver materials or for any other purpose.
6. I assume financial responsibility for damage caused by the weight of trucks and vehicles used in this construction to the concrete driveways in the court. I acknowledge that vehicles heavier than 8000lbs. are prohibited by HOA policy.
7. I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work, including proper insurance coverage and construction lien waivers.
8. I assume responsibility for the conduct of all persons, agents, contractors, and employees connected to the performance of this work.

LANDSCAPE /ARCHITECTURAL CHANGES

9. I will be responsible for complying with all applicable federal, state, and local laws, codes, regulations, and requirements in connection with this work, and will obtain any necessary permits and approvals for the work. I understand and agree that the Enclave Homeowners Association, its Board of Directors, its agent(s), and the ALRC have no responsibility with respect to such compliance and that the Board of Director's or its designated ALRC's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications, or work comply with any law, code, regulation, or governmental requirement.
10. In the event of approval, I will notify the Architectural and Landscaping Review in writing when the work is completed so that an inspection can be made to ensure that it conforms to what was approved.
11. If approved, work would start on or about days after approval and would require approximately days to be completed.
12. I understand that approval, if granted, expires twelve months after issuance.

I understand that under the Covenants and Rules and Regulations, the ARLC will act on this request and provide me with a written response of their decision. I further understand the ALRC may notify my two Tract Co-owners and Line-of-Site neighbors in adjacent tracts and may send a copy of my application to them by e-mail. If adjacent homeowners are notified, the ALRC will wait up to seven days for comments from them and will consider any comments received before rendering a decision on the project request.

Failure to submit this form and obtaining ALRC approval prior to starting this project will subject me to a fine as defined in the HOA covenants and policies.

Signed (Property Owner)

Date

Signed (Property Owner)

Date

LANDSCAPE /ARCHITECTURAL CHANGES

Contractor name

Contact number

ALRC BOARD COMMENTS OR CONDITIONS:

ADDITIONAL INFORMATION

Garden Areas and Planter Boxes

Small Garden Areas and Planter Boxes planted and maintained by the homeowner are permitted in spaces within the planter areas directly adjacent to the home. Flowering and ornamental plants in small garden areas and planter boxes that are temporary and have a short life span, such as through a summer season are permitted. Planter pots, hanging pots containing flowers and ornamental plants that are temporary and have a short life span, such as through a summer season are permitted. Small gardens areas within the planter areas directly adjacent to the home that contain small food plants (approximately three feet high) and is for the use of only the residents of the home and not sale for profit, are permitted. All small (approximately three feet high) items planted in garden areas, planter boxes, and planter pots must be contained in their area, maintained and are the responsibility of the homeowner. The Enclave HOA and ALRC reserves the right to take any action necessary to remove such plantings if they become unsightly, or are not contained in the intended spaces. For any increase in planting areas, an ALRC request must be submitted.

LANDSCAPE /ARCHITECTURAL CHANGES

EXCERPTS FROM POLICIES ADOPTED ON OCTOBER 25, 2014

Unapproved Landscape Items

The Association reserves the right to require the homeowner to remove any landscape items, or other changes to an Owner's Lot/Tract, if ALRC approval was not obtained. If the owner fails to remove unapproved items upon notice from the Association, the HOA may have the items removed at the homeowner's expense.

Architectural and Landscape Change Requests

Before an owner can make changes in landscaping, hardscaping, or architectural items as stated above, an ALRC request must be submitted to the ALRC via All Property Services. The request form is available on the Enclave and HOA management company web sites. The policies and procedures defined on the request form are an extension of these policies associated with landscaping changes.

Preserve Lake View

Landscape items which, when fully grown, will block or obscure any homeowner's direct view of the lake are not allowed. The HOA reserves the right to take action necessary to restore the lake view blocked by landscape items.

Painting

Painting is the homeowner's responsibility and the color must be pre-approved by the ALRC, unless the home is being repainted with the same color. Approved colors are on the Enclave web site. The HOA will send notices to homeowners who need to repaint their home. The HOA may levy fines if the home is not repainted in a timely fashion. Trim on the home unless pre-approved will be dark brown to match homes in the Enclave. Garage door should be painted and match trim color, the approved color of the home wood siding or the color of the stucco.