

Rosedale Master Homeowners Property Change Request

Name of local HOA (If Applicable):

Date:

(HOA Homeowners must obtain HOA ARC approval who will submit approved completed form to Resource Property Management.)

Name:

Street Address:

Lot Number:

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

Is a County Permit Required?: No:

Yes:

Permit
Pending:

Permit
Attached:

(Please check the type of work requested)

Modifications/Additions to Property, i.e., pools, decks, cages, lanai extensions, stone facade, driveways and walkways, roof replacement, generators, water softening systems, solar systems, hot water systems, etc. Attach a site plan (survey), another site plan with project superimposed thereon, building plans, cage specifications, material/color specifications from provider, (i.e., generators and other systems), color samples and a detailed project explanation. **A \$250 deposit is required at time of request if materials are delivered on pallets to incur against road damage. A \$1000.00 deposit is required if heavy equipment is to be operated on or over common grounds or sidewalks.** Fill in form on last page to make a deposit.

Windows, Doors, Screen Enclosures, Carriage Lights- Attach Material specifications from provider, size and placement specifications, color samples, pictures of existing item to be replaced, pictures of new items and project explanation.

Exterior Painting, Added Trim and Gutters & Downspouts - include color samples and paint scheme of colors, i.e., trim, main house, doors, etc. Picture of existing paint scheme. If adding trim items like Shutters, and Gutters and Downspouts, include drawing of placement of items, pictures, specifications and color of trim items and any other project explanation needed

Tree and Plant Removal and/or Replacement- Attach a photo of item to be removed and the reason for same. If being replaced, list the tree/plant(s) to be used remembering we prefer Florida Friendly Flora. (ANNUALS DO NOT REQUIRE ARC ACTION).

Landscaping (including lighting) -Attach site plan with landscaping superimposed thereon, landscape design plan, list of plants indicating Florida Friendly, photos, detailed explanation and description of any other materials to be used. For lighting, attach lighting plan and specifications and where lights will be placed . Photos may be helpful and/or description of project.

Ornamentation - include any Items visible from the front of the property, statues, small garden fountains and benches, cast iron items, pots and baskets, etc. Attach a picture of the item and a picture of where the item is to be included in the landscaping.

Notes:

1. For the protection of homeowner and Rosedale Residents, the Master ARC Committee recommends that homeowners use only licensed and insured contractors on all projects.

2. Residents are responsible for obtaining necessary Manatee County permits for modifications requiring permitting.

3. As a condition of an ARC approval, the property owner recognizes that he or she will incur the entire cost of removing any and all portions of the project that infringes or encroaches on utilities/drainage easements or setbacks on the lot if removal is required. The Master Association will not be responsible for any costs related to such removal.

Submit completed forms to Christina Stewart (cstewart@resourcepropertymgmt.com) at Resouce Property Management.

If a contractor is to be used please provide name and license in the box below. Please provide a copy of the contractor's license.

Please Describe Your Project in the Box Below:

**Please Continue Description Below if Additional Space
is Needed:**

Signature or Initials in box below if form is filed electronically:

Rosedale Master Homeowners Property Change Request

TO BE COMPLETED BY THE LOCAL HOA ARC COMMITTEE

IF APPLICANT BELONGS TO A LOCAL HOA

Date Received:

Name:

Street Address:

Lot Number:

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

Action Taken: Approved:

Denied

More Information
Needed:

HOA ARC Signature:

Local ARC Comments:



TO BE COMPLETED BY THE ROSEDALE MASTER HOA ARC COMMITTEE

Date Received:

Name:

Street Address:

Lot Number:

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

Action Taken: Approved:

Denied

More Information
Needed:

Master Association Signiture

Master Association Comments:

Rosedale Master Homeowners ARC Deposit

Please Make deposit check payable to Rosedale Master Homeowners Association and return with form to RPM via email or mail to RPM 2025 Lakewood Ranch Blvd, Suite 203, Bradenton, FL 34211. A separate Check and form is required for each type of Deposit:

Check if for \$250.00 Deposit

Check if for \$1000.00 Deposit

Date Deposit was submitted:

Check Number

Name

Lot Number

Street Address

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

When Project is completed please contact Christina Stewart via email at cstewart@resourcepropertymgmt.com and attach the deposit return form from the Rosedale Master Homeowners website to request a return of your deposit. Please include the date of completion of the project on that form.