



# Modification Request Form

Date: \_\_\_\_\_ \*\*

Home Owner Submittal

Contractor Submittal

Name: \_\_\_\_\_

Lot #: \_\_\_\_\_

Address: \_\_\_\_\_

Adjacent to:  Preserve  Golf Course

Email: \_\_\_\_\_

Lake  Another home  Corner

Phone: \_\_\_\_\_

Estimated completion date: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Phone: \_\_\_\_\_

**Instructions**

Place an X next to the type of modification being requested. **Submit** all supporting documentation items listed below and on project checklist. **Mail** the request and supporting documentation to: First Service Residential 6620 Southpoint Drive South, Suite 610, Jacksonville, FL. 32216. Call 904-733-3334 if you have any questions.

**Notes:** ALL supporting documentation listed **MUST** accompany this form or request will be denied until all information is received. \*\* Modifications approved by the ARC are valid in the calendar year they are approved unless otherwise noted in the Approval letter. All work must be substantially complete in the year of approval. \*\*

<p><input type="checkbox"/> <b>Amenity Fence</b></p> <p>___ Surveyed site plan marked with exact location ___ Height</p> <p>Y / N Connect to adjacent fence?</p> <p>___ Site plan marked with additional landscape to be planted.</p> <p><i>Note:</i> Must be bronze in color.</p>	<p><input type="checkbox"/> <b>Privacy Fence</b></p> <p>Must be shadow box style. ___ Surveyed site plan marked with exact location ___ Height</p> <p>Y / N Connect to adjacent fence?</p> <p>___ Site plan marked with additional landscape to be planted.</p> <p><i>Note:</i> Fence must be painted with Home Depot's Behr # within 90 days of install.</p>	<p><input type="checkbox"/> <b>Play structure</b></p> <p>___ Surveyed site plan marked with exact location ___ Picture or diagram of play set to be installed. Size: W ___ L ___ H ___</p> <p>___ Site plan marked with additional landscape to be planted.</p> <p><i>Note:</i> Play sets max height is 12', must be wood and should have green accessories when possible.</p>
<p><input type="checkbox"/> <b>Swimming Pool/spa</b></p> <p>___ Surveyed site plan marked with exact location ___ Engineering plans &amp; diagram ___ Elevation plans ___ Enclosure: Screen Fence ___ Site plan marked with landscape to be planted.</p> <p><i>Note:</i> Plants/bushes must be planted around pool equipment.</p>	<p><input type="checkbox"/> <b>Screen Enclosure/Lanai</b></p> <p>___ Surveyed site plan marked with exact location ___ Engineering plans &amp; diagram Color: _____ Material: _____ ___ Site plan marked with landscape to be planted.</p> <p><i>Note:</i> Any screen structures that go outside the boundaries of the house MUST be bronze in color. Roofed structures must be shingled to match the rest of the home.</p>	<p><input type="checkbox"/> <b>Extended Patio</b></p> <p>___ Surveyed site plan marked with exact location ___ Same grade as existing patio Size: ___ width x ___ length Color: _____ Material: _____ ___ Site plan marked with landscape to be planted.</p>
<p><input type="checkbox"/> <b>Satellite Dish</b></p> <p>___ Surveyed site plan marked with exact location ___ Diameter _____ Color _____</p> <p><i>Note:</i> Dish cannot be visible to the front of the house of public view.</p>	<p><input type="checkbox"/> <b>House Painting</b></p> <p>_____ Main house color _____ Trim color _____ Front door color _____ Garage door color</p> <p><i>Note:</i> Two paint swatches of each color are required to accompany request.</p>	<p><input type="checkbox"/> <b>Other</b></p> <p>___ Surveyed site plan marked with exact location</p>