

EFFECTIVE

~~Revised:~~ June 15, 2018

Baytowne West

Lanai & Patio Installation Guidelines and Authorization

Date Submitted: _____

Name of Homeowner: _____

Address of work being performed: _____

Phone Number: _____ **email:** _____

Name of Unit Supporting Agent: _____

Agent Address: _____

Agent Phone Number: _____ **Agent email:** _____

1. Copy of survey must be included with this Form.
2. Proof of the contractor's business license and proof of insurance is required to be submitted with this form. Contractors business card may be used for below information.
3. City of Safety Harbor building permit must be submitted to the Architectural Control Committee *prior* to commencement of work and must be displayed in the bay window. **Contractor must obtain this approval form and be posted adjacent to building permit in the bay window before any work starting from Owner.**
4. Lanai color must be white. If lanai has a hip roof, shingle color must adhere to the roofing guidelines.
5. If lanai is an enclosed living area as opposed to a screened lanai, ACC will review window and door placement and specifications to ensure consistency with window and door replacement guidelines. Party wall must meet fire codes.
6. Lanai or patio may not be built on utility easement.
7. Lanai or patio may not encroach on neighbor's property. _____ **Company Contractor Name and Phone Number**
8. If lanai or patio will cover existing irrigation lines or interfere with coverage of irrigating the lawn:
 - a. Homeowner will be responsible for the cost of having the irrigation re-routed to ensure proper coverage. All repairs or adjustments to the irrigation will be completed by the Baytowne West irrigation contractor.
 - b. If lanai or patio covers an irrigation supply line and homeowner chooses to not have the line rerouted, homeowner or future homeowner will bear the cost of repairs to the irrigation, any damages to their lanai or patio and repair/re-sodding of the lawn.
9. If any vehicles drive onto the lawn during construction, Contractor/Homeowner must have plywood under the tires of the vehicles.
 - a. Contractor/Homeowner will responsible for the cost of any damages to the irrigation system or lawn.
 - b. Repairs to the irrigation or lawn will be made by the Baytowne West Irrigation and or Lawn Maintenance contractors.
10. No materials, tools or equipment may be placed or stored on adjoining properties.

I understand that it is my responsibility to ensure these guidelines are followed.

Signature and date of Baytowne West Homeowner:

Homeowner Print Name	Homeowner Signature	Date
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Contractor Print Name	Contractor Signature	Date
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Signature and date of Baytowne West Architectural Control Committee Members:

Date received: _____ Date notified Owner/Agent: _____ Approved() Disapproved()

ACC Signature	Date	ACC Signature	Date
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Architectural Control Committee has 30 days from receipt to review and respond to this application.

If approved, valid for period of 180 days from date of notification to Owner/Agent.

Application must be dropped off at Drop Box next to bulletin board by swimming pool or HOA address.