

**Wekiva Hunt Club Community Association
Architectural Control Committee
Exterior Improvement Approval Form**

Section 1: Name and Location				Date Received/Association office
Name:				
Property Address:				
City:	State:	Zip:	Email Address:	
Mailing Address (if different from property):				
Day Phone:	Evening Phone:	Cell phone:	Other:	
Section 2: Change Description (include dimensions, materials, color, finish, location, etc.)				
Section 3: Request For Approval Instructions:				
Please fill out sections 1, 2 and 3. Attach a plot survey showing locations of changes. For paint color, please attach "color chips" with the colors desired clearly marked (larger samples may be requested). If construction is to occur in an easement, an additional form is also required Please return this form and required attachments to: Wekiva Hunt Club Community Association, Inc. – ACC 197 N. Hunt Club Blvd., Longwood, FL 32779				
<ol style="list-style-type: none"> 1. Please specify start and completion date. 2. Show the location of the project on your property with a copy of your site plot plan. 3. Applicant understands that any construction or exterior changes undertaken by them, or on their behalf, prior to approval of this application is NOT ALLOWED. The applicant may be required to return the property to its former condition at the applicants expense if the application is disapproved wholly or in part, and that the applicant may be required to pay all legal expenses incurred. 4. Applicant understands that some types of changes require <u>County Permits</u> and will acquire any required permits prior to making the above changes. 5. Applicant understands that members of the ACC and/or the Board of Directors are permitted to enter upon their property for the purpose of inspecting the progress/completion of the project and such entry does not constitute a trespass. 6. For tree removal applications, the ACC requests that you replace trees in acceptable alternate locations where possible. Keep Wekiva Green! 7. Changes must be completed within 30 days from the date of approval. If more time is needed you must submit a written request for an extension. 				
I read the above instructions and request approval to make the above changes.				
_____			_____	
<i>Signed</i>			<i>Date</i>	
Section 4: Approval or Denial (WHCCA USE ONLY)				
<input type="checkbox"/> Approved			<i>Approval/Committee Members initial</i>	
<input type="checkbox"/> Approved - subject to the following:				
<input type="checkbox"/> Denied – comments:				
Signed WHCCA – ACC: Chairperson:			Date:	

This form will be returned via U.S. Mail either approved or denied within 30 days from the date received. You may contact the association office at (407) 774-6111 if you have any questions.