ARCHITECTURAL CHANGE FORM
Queens Park Community Services Association Inc.
C/O VESTA PROPERTY SERVICES
24301 Walden Center Drive, STE 101
Bonita Springs, FL. 34134
EMAIL: lmoretti@vestapropertyservices.com

****PLEASE USE A NEW FORM FOR EACH REQUESTED SCOPE OF WORK TO BE PERFORMED****

****PLEASE INCLUDE A COPY OF THE VENDOR LICENSE AND INSURANCE CERTIFICATE WITH THIS FORM****

****PLEASE PROVIDE PAINT CODES IF APPLICABLE. PLEASE PROVIDE COLOR AND MATERIAL FOR ROOFING REQUESTS****

****PLEASE INCLUDE ALL NECESSARY PERMITS AND PROPER SURVEY PLANS****

Name of Applicant / Homeowner Address in Queens Park:

_____

Address of Applicant (if different) Date of Application:

_____

Telephone Number - Daytime Evening or Mobile:

_____

E-Mail Address:

_____

DESCRIPTION OF ADDITION, CHANGE, MODIFICATION, ETC. Submit this form for all proposed elevations (all views) and site plans (showing applicable setbacks, dimensions from property lines to proposed structures, etc.) In addition, submiss ions will include proposed colors, patterns, materials and all additional information necessary for the Architectural Committee and the Collier County Building Department (when involved) to make an informed decision. **If all required information is not received with this completed application, THE COMMITTEE WILL AUTOMATICALLY REJECT THE APPLICATION UNTIL ALL INFORMATION IS RECEIVED. All work must be completed within 180 days from the approval of the ARB or the application MUST BE RESUBMITTED FOR APPROVAL.**

DESCRIPTION:

The undersigned acknowledge that they have read and understand this application. They also understand that until a signed approval is received, NO work is to be started.

Applicant's Signature

_____

Applicant's Signature

_____

CONDITIONS OF APPROVAL:

1. All required permits must be obtained and displayed by the owner prior to work beginning.
2. Homeowner is responsible for maintaining and trimming all landscaping approved by the ARB. Landscaping materials may NOT encroach on neighboring properties or common areas.
3. Antenna: NO AERIAL OR SATELLITE DISH EXCEEDING 18" shall be placed or erected upon any lot or affixed in any manner to the exterior of any building without written approval of the ARB. Satellite dishes must be installed and properly screened from street view

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PROPOSED START DATE: _____

ADDITIONAL CONDITIONS: _____

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_____

ARB MEMBERS SIGNATURE Date [ ] APPROVED [ ] REJECTED _____

ARB MEMBERS SIGNATURE Date [ ] APPROVED [ ] REJECTED _____

ARB MEMBERS SIGNATURE Date [ ] APPROVED [ ] REJECTED _____