



**Application to the Architectural Review Committee**

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee before any work commences. Please refer to your Declaration for a description of the Committee and its purpose. Please allow thirty (30) days from the time we receive your submission for the results of this review.

**This section to be completed by homeowner**

•Date of Request: \_\_\_\_\_

•Owner / Property Information:

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

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

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

Phone #'s: \_\_\_\_\_

•Description of Proposed Changes/Additions: (please check one)

- Fencing • Swimming Pool • Addition • Landscaping • Other (describe below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach a copy of a plot plan or survey showing where the addition such as a fence, porch, etc. is to be located. All materials, dimensions and finishes must be described in detail and color samples must be attached for any paint or other finishes. All requests must conform to the local zoning and building regulations and you must obtain all necessary permits if the Architectural Review Committee approves your request.

**Please return form to:** Manderley Homeowners Association, Inc.  
882 Jackson Avenue • Winter Park, FL 32789 • (407) 647-2622 • fax (407) 647-3226

**This section to be completed by Architectural Review Committee**

- Denied (incomplete submission, see notes below, if you choose to resubmit you must use a new form)
- Denied (see notes below, if you choose to resubmit you must use a new form)
- Approved as Submitted
- Approved with Required Changes (see notes below or on attached plans, drawings or survey)

•Review Notes/Comments:

\_\_\_\_\_  
\_\_\_\_\_

- All approvals are subject to the following:
- A. Property owner must obtain any necessary permits
  - B. Property owner must accept liability for damage to common areas or other property.
  - C. Property owner must accept liability for encroachment on or damage to any easements.
  - D. Request must conform to Manderley General Architectural Guidelines

Committee Review: Signature \_\_\_\_\_ Date \_\_\_\_\_

Board Review: Signature \_\_\_\_\_ Date \_\_\_\_\_

Please fax 407-647-3226 or mail your ARC request for home & landscape exterior changes to:  
Specialty Management Company of Central Florida  
882 Jackson Ave, Winter Park, Fl. 32789