



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463
Ph: (561) 641-8554

**WOODS WALK HOMEOWNERS' ASSOCIATION, INC.
REQUEST FOR ARCHITECTURAL REVIEW BOARD APPLICATION**

Homeowner Name(s): _____

Address: _____ Lot No.: _____

Contact Telephone No.: _____ Email Address: _____

Application and documentation should be submitted via USPS mail or hand-delivery to GRS at the address indicated above or email to ResidentServices@grsmgt.com. If emailed, the application AND all attachments should be submitted in one (1) PDF file not to exceed 10MB.

Modification to be completed by: _____ Homeowner or _____ Licensed Contractor

Describe in detail the changes and/or modifications in which you are seeking approval:

Please complete and sign this form and attach the following information, if applicable.

1. A complete sets of plans & specifications
2. Copy of the proposal and sketch of work to be done.
3. Copy of contractor's occupational license.
4. Copy of contractor's liability and/or occupational insurance certificate naming '**Woods Walk Homeowners' Association**' (at the above referenced address) as the **Certificate Holder and as Additional Insured** and a copy of Workman's Compensation Insurance Certificate.
5. Copy of homeowner's property survey indicating location of changes or modifications.
6. Copy of Permit Application(s) and sign off when completed - for all applicable modifications.

Materials you may need to provide to the Association for the approval of the requested changes/modifications.

1. A picture, drawing or advertising materials displaying the items you are requesting for installation.
2. A sample of the type and texture of any building materials that may be used on the house exterior.
3. A sample of the color of paint or other materials that may be used on the house exterior.
4. Any other materials or information that may assist in Association evaluation of the project.
5. A site plan showing your lot, the location of your home on the lot, and where the changes will be made.
6. Review the ARB Guidelines on grsmgt.com > **find my community** > **Woods Walk** for additional project requirements and/or specifications

It is understood that the changes or modifications which you are requesting may not:

1. Interfere with or obstruct any easements on your property or the adjoining property.
2. Cause a nuisance or interference with the peace or privacy of the other people in the community.
3. Be performed by unlicensed contractors or without the required permits from all governmental agencies.
4. Contractors are permitted to work Monday through Friday. Work on Saturday is permitted if no noise will be audible beyond the unit the work is being performed. Work may NOT commence prior to 8:00 a.m. or after 8:00 p.m. Monday through Saturday. Contractors may not work on Sunday or public holidays.

Homeowner(s) Signature: _____

Date: _____

_____ Approved

_____ Conditionally Approved

_____ Disapproved

Committee Authorized Signature: _____

Date _____

Committee Authorized Signature: _____

Date _____

Committee Authorized Signature: _____

Date _____

HOMEOWNER'S AFFIDAVIT:

I/we have read, understand, and agree to abide by the Declaration of Covenants and Restrictions for **Woods Walk Homeowners' Association, Inc.** and agree to abide by them. I/we understand and, in return for approval, I/we agree to be responsible for the following:

- For all losses caused to others, including common areas, because of this undertaking, whether caused by me or others.
- To comply with all state and local building codes.
- For any encroachment(s).
- To comply with the conditions of acceptance, (if any); and
- To complete the project according to the approved plans. If the modification is not completed as approved. Said approval will be revoked and the modification shall be removed by the owner at the owner's expense.
- Applicant further acknowledges drainage swales have been designed and established between homes (side yard) to carry storm water and maintain positive drainage away from home. The Association and/or Developer shall not be responsible for any installation of proposed landscaping, or any other improvements may have on drainage. The applicant shall be responsible for all associated costs incurred to restore drainage and/or landscaping to original condition.

I/we also understand the ARB Committee/BOD does not review and assumes no responsibility for the structural adequacy, capacity or safety features of the proposed construction, alteration, or addition, or for performance, workmanship, or quality of work of any contractor or of the completed alteration or description.

I/we agree to abide by the decision of the Architectural Review Board Committee and/or Board of Directors. If the modification is not approved or is not in compliance, I/we may be subject to court action by the Association. In such event, I/we shall be responsible for all reasonable attorney's fees.

Homeowner(s) Signature: _____

Date: _____

Print Name: _____

WOODS WALK HOMEOWNERS' ASSOCIATION, INC.

ARCHITECTURAL REVIEW BOARD COMMITTEE APPLICATION

CODES:

Please be advised this Request for Architectural Modification approval is subject to County Codes, setbacks, and permit conditions required.

If at a later point it is found the unit owner(s) has not complied with these procedures, **the Homeowner(s), will be held responsible** for any and all changes that would be required.

Homeowner Signature: _____

Date: _____

Print Name: _____

DISCLAIMER/RELEASE:

The Woods Walk Homeowners' Association's Board of Directors, the Architectural Review Board Committee Members or their representative and the Management Company will not be held responsible for any landscaping or damage incurred by any homeowner's vendors/contractors pertaining to any installations made to said property.

If requested, a copy of the Palm Beach County Building Permit and/or a Palm Beach County Removal Agreement, a copy will be provided to the Property Management Company prior to the installation or construction to said property. Also, if requested, a copy of a signed County Inspection Approval will be provided upon completion.

At any time, the ARB Committee, the Board of Directors of the Association and/or the Property Management Company may ask for same documents and has the right to demand said installation and/or construction be removed immediately at owner's expense if said modification is not what was approved by the ARB Committee, Board of Directors, or the Property Management Company.

Homeowner(s) Signature: _____

Date: _____

Print Name: _____