



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463

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REQUEST FOR ARCHITECTURAL COMMITTEE APPROVAL TO MODIFY UNIT AND/OR PROPERTY

Please note there is a required Architectural Modification Application Processing Fee in the amount of \$25.00 payable to GRS Community Management in the form of a money order or cashier's check.

Please submit payment with the attached application and all required documentation.

Thank you.

**IMPERIAL WILDERNESS
Condominium Association, Inc.**

ARCHITECTURAL REQUIREMENTS

Revised January 26, 2017 *

APPROVAL AND PERMITS REQUIRED

FROM ASSOCIATION (see attached sections)

- A. For fixed location of park models, trailers, fifth wheels and motor homes.
Tie-downs and skirting of RV units.
Any exterior painting of any structure.
- B. Additions to living unit and Screen room additions.
- C. Free standing storage shed.
- D. Landscape Guidelines.
Tree and shrubbery additions
Tree removal
- E. Removable Patio Blocks
- F. General Comments/Recommendations
Removable patio construction
Painting or similar surfacing of pad or driveway
- G. Additional cement work.
- H. Lake bank retaining walls - Rip rap (separate plans available in office).

PERMITS NEEDED FROM COLLIER COUNTY

- A. Tie down and inspections.
- B. Screen room additions, including raised floor inspections.
- C. Concrete additions. (No inspection required)
- D. Free standing shed and inspections.
- E. Park model electrical hookup inspections.
- F. Park model plumbing inspections.

STEPS REQUIRED TO ACCOMPLISH LOT IMPROVEMENTS

1. Draw up plans for preliminary approval by the Association. Draw to scale showing trees, electrical, plumbing, dimensions of lot, improvements and setbacks (easements).
2. If concrete is to be expanded, a shed or screen porch installed, a certificate of lot elevation may be required by the county. Maximum width of concrete is 25' (may be limited by lot width)
3. Except for landscape plans, apply to Collier County for a construction permit (may be done by owner or contractor).

Development Services Department
2800 Horseshoe Drive N
Naples, FL 34104

4. After park model or RV installation and tie down is complete (before skirting), request tie down inspection by the County. For shed installation, call the county for inspection when the job is complete.
5. Upon completion of the project, request final review and approval by the Association.
6. Work permitted from the county should commence within six (6) months, at which time the permit will expire.

**ALL PLANS FOR PARK MODEL OR SCREEN ROOM MUST SHOW
LOCATION OF STEPS**

Section A - Living unit

- A-1 Length of living unit to be at least 22 feet (exterior dim) as determined by vehicle registration.
- A-2 Living area of park models, travel trailers or RV's, maximum of 500 square feet (excluding bay windows).
- A-3 Maximum overall length (excluding bay windows) 34 to 40 feet. Width of 12 to 14 feet, as limited by lot size, pad length, easements, and/or parking area (see A-2)
- A-4 Notwithstanding anything to the contrary contained in these Architectural Requirements, the living unit must be located over the concrete base except the roof overhang may extend beyond edge of concrete, and, except that motor homes, 5th wheels, and trailers can be positioned to allow the slide outs to extend beyond the concrete if patio blocks are placed beneath the slide-out per the ARC rules.
- A-5 Does not impair easements: 5 feet from lot lines on the side, 8 feet at the rear and 10 feet at the front, (3' by 4' concrete pad May extend over the rear easement, but no other concrete or fixed structure).
- A-6 Setback for parking of 2 vehicles! 20 feet measured from the inside of sidewalk to main living unit (not tip out) or inside curb if no sidewalk is present.
- A-7 Skirting to be installed within 30 days after tie down inspection.
- A-8 New and uses park models, trailers, motor home
- A-9 Registered lot owners of record may not paint or repaint their park model, parked RV, free standing storage shed, or storage unit without an ARC permit. The finished coats must be applied within 45 days of any primer coat application. Owners desiring to change colors (with or without tint) must provide the ARC a proposed color sample for ARC approval before applying primer or finish coat.

Section B - Additions to living unit

- B-1 Lot owners to locate lot corner markers before unit is located on pad. Donuts may be installed around markers and sprinkler heads.
- B-2 Total area of additions, including screen porch, storage room, raised floor, etc., does not exceed the area of the living unit. Maximum width of living unit plus additions not to exceed 24' at the base.
- B-3 Located on concrete base without protruding beyond front or rear corners of living unit and does not impair easements.
- B-4 None of the additions impair easements.
- B-5 The concrete parking area may be widened to accommodate two vehicles if easements are not impaired. Maximum 25' but not to exceed the width of the pad.
- B-6 Additions to existing concrete pad May not impair easements.
- B-7 Portable stairs with a landing no larger than 4'x4' may be installed in the front of the addition as long as it does not impede the parking area set back of 20' as required by Collier County Code. Portable stairs may be placed in the rear of units on patio blocks. No stairs are allowed on the sides of the unit within 5' easement(s).
- B-8 Free standing pergola or screen rooms must be approved by the ARC and must meet the following requirements:

Fabric and support structure colors must be the same as or compatible with the unit.

They must be temporary and removable and are to be erected no sooner than 10/15 and removed no later than 4/30 of the following year ie., 10/15/23 to 4/30/24.

They must be placed entirely on the rear half of the owner's property on the patio side of the unit, and not to exceed 100 sq ft of coverage.

They must be placed on either the pad or approved pavers and be appropriately anchored and stable in gusty wind conditions.

A permit will be required each season and will be issued only by application by an owner.

Owners must agree to allow IWCA employees to remove at owners expense, any structure not removed by 4/30.

Section C - Free standing storage shed

- C-1 Must be located on the patio side of the living unit, set on the concrete slab, and located between the front and rear corners of the concrete slab, excluding the parking area. Concrete pad May be 6 inches wider than the shed on all sides if concrete does not impair easements.
- C-2 Exterior area not to exceed 60 square feet (except roof overhang).
- C-3 Siding and roof material and color to match color of living unit (or white).
- C-4 Roof to be single or gable slope only and shed must be anchored to the concrete pad. Roof maximum 10 feet at peak.

Section D - Landscaping Guidelines

- D-1 Flower gardens do not need approval - beware of sprinkler lines and control wiring, telephone lines, TV cables and space required for lawn maintenance.
- D-2 Other plantings need approval by plot plan, type of tree, sufficient clearance for lawn maintenance.
- D-3 No trees in rear easements or within 4 feet of electrical outlet boxes, meter boxes, or light poles.
- D-4 Plantings should be spaced 4 feet apart so the mowers can pass between them.
- D-5 Grass, weeds and shrubbery trimmings may be placed in clear trash bags at front of lot for pick up by park employees.
- D-6 Removal of trees on lot should be by Park Manager.
- D-7 No planting in common areas without approval of Board of Directors.

Prohibited Plant List

<u>Trees</u>	<u>Reason*</u>		
Australian Pines	Cp, H, R, I	Royal Poinciana	H, R, M
Melaleuca	Cp, I, Bi	Monkey Ear Tree	H, M
Brazilian Pepper	Cp, I, Dt	Norfolk Island Pine	H, M
Ficus (tree form)	R, M	Earleaf Acacia	H
Wheeling Willow	H, R	Washington Palm	M
Kapok	R, M		

Shrubs

Angel's Trumpet	Or, Dt, Bi	Bougainvillea	Thorns
Pencil plant	Ot	Oleander	Caterpillars
DowneyRose Myrtle	Cp, I	Sky Vine	I

*CP - County Prohibited

R - Destructive root system

Ot - Oral toxin (poisonous to eat)

Bi - Bronchial irritant

H - Hurricane instability

I - Invasive non-native plant

Dt - Dermal toxin (skin irritant)

M - Mature size or height

Section E - Patio Blocks or Interlocking Blocks

- E-1 Patio blocks may be installed around base of park model, screen porch or storage shed to keep mowers, edgers, and trimmers away from structures.
- E-2 Patio blocks may be used to expand patio area at rear of park model as long as mowers may pass over edge of patio.

Specifications for installing Patio blocks or Interlocking Blocks - Dec 2004

A treated wood frame will be constructed by 4 x 4" corner and intermediate posts with a maximum of 3 feet between posts down to 2 feet into the ground. Face material to be of 2 inch treated planking with a minimum of 6 inches extending below ground surface. If wall height is over 2 feet above normal ground level each vertical post shall be adequately anchored back to prevent tipping forward. This plank wall will be capped with a 2 x 8 treated plank.

An architectural block wall will be constructed only of the design that will interlock and/or pin one course to the other per manufacture's specifications and anchored with Geo grid reinforcement. A bed of sand will be compacted and a minimum of 3 inches thick at the depth to allow one full course of blocks to be below the normal ground surface for a wall 2 feet in height. For greater height walls, or walls on the Lakeside incline, more courses are required below ground surface, and all courses will be stepped back. This wall is to be capped off with the proper manufactured cap block. Backfill for this block wall is to be of sand compacted to allow water drainage.

Both walls must be backed up to the engineering fabric to prevent silt from seeping through the joints and cracks

Adequate and proper drainage of water altered by changes in landscaping or part of the landscaping project. Patio blocks are to be pitch to collect water at a collection point or points and catch basins installed with leaders to prevent a problem or damage to adjoining properties or erosion to waterway.

Section F - General Comments/Recommendations

- F-1 When setting up a Park Model, make sure there is a main water shutoff valve (PCV ball valve) at least 2 inches above ground level.
- F-2 Install a particle filter in waterline before entry to park model unit.
- F-3 Installation of a check valve on water supply line is recommended.
- F-4 Anchor awning tie downs into concrete patio or within patio block surface to avoid mower contact.
- F-5 Support/protect flexible plastic sewer hoses with supports or within solid plastic drain pipe.
- F-6 Resurfacing or painting of concrete pad should be done in a neutral color similar to park model/motor home.

Section G - Additional Cement Work

Section H- Lake Bank Retaining Walls - Rip Rap

_(see separate plans in office)

**DO NOT START WORK UNTIL GREEN APPROVED CONSTRUCTION PERMIT HAS
BEEN ISSUED**

Date: _____

Lot owner: _____

Lot # _____ Street _____

Phone # _____ Email: _____

1. I understand that I must obtain a Certificate of Occupancy from Collier County prior to final approval but the Architectural Review Committee/Board of Directors. (New home instruction) _____ initials
2. I understand that in approving this change, the ARC will do so ONLY as it applies to the condominium documents of the Imperial Wilderness Condominium Association. _____ initials
3. I understand that I am responsible for adhering to Collier County and State permit requirements and I MUST conform to all regulations on water, sewer, electrical and easements. _____ initials
4. **I UNDERSTAND THAT MY REQUEST FOR APPROVAL MUST BE RESUBMITTED IF THE WORK IS NOT COMPLETED WITHIN 90 DAYS.** _____ initials
5. **I UNDERSTAND NO CONSTRUCTION MAY BEGIN UNTIL IWCA/ARC (GREEN) APPROVED CONSTRUCTION PERMIT IS ISSUED BY THE BOARD OF DIRECTORS OR THE PARK MANAGER** _____ initials (must be visible from street)
6. Upon completion of the proposed work, I agree to contact one of the committee members (shown below) for final approval and to verify that the association's file is consistent with the actual work completed _____ initials

Property owners signature

Date

The Architectural Review Advisory Committee has given preliminary approval to your plan for

as described on the attached diagram.

Chairman, ARC date

Park Manager date

Board Liaison date

Board of Directors date

FINAL APPROVAL:

Board of Directors _____

Date: _____

ARC Committee: _____

Date: _____

