

WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

Request for Exterior Modification

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for review BEFORE any work commences.

Please complete in its entirety and mail to:

WoodmereLakesHomeownersAssociation, Inc. c/o Sunstate Management Group
PO Box 18809
Sarasota, FL 34276 **allapplications@sunstatemanagement.com**
Fax: 941-870-9652 Phone: 941-870-4920

THIS SECTION TO BE COMPLETED BY THE HOMEOWNER

Date: _____ Name: _____
Lot#: _____ Address: _____
Email: _____
Phone: _____

Please Note: Plot plan must be attached to this request

RIGHT- OF - WAY USE PERMIT IS NEEDED IF ANY WORK IS TO BE DONE ON THE COUNTY PROPERTY

DESCRIBE THE CHANGE/ADDITION/INSTALLATION: (i.e. pool, screen enclosure, patio, landscaping, sidewalk/driveway pavers, etc.) _____

Location: Attach a copy of the plot plan/survey showing the location of the addition or installation (must be provided). Describe the work being done. _____

Specifications: Attach a copy of the plans, drawing or photograph (must be provided) of completion (not to exceed 90 days from date of approval)

Dimensions: _____ Materials: _____

Color(s): Sample Must Be Attached _____ Date Work Starting: _____

Per the Governing documents: OWNERS ARE RESPONSIBLE FOR THE WORK/ACTION OF PERSONS UNDER THEIR EMPLOY, DIRECTION, OR AUTHORITY. Please supervise the work to ensure that damage to common areas either does not occur or is corrected if it does occur. ALL REQUESTS MUST CONFORM TO THE LOCAL ZONING AND BUILDING REGULATIONS AND OWNERS ARE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS IF REQUEST IS APPROVED.

I UNDERSTAND AND AGREE TO THE ABOVE REQUIREMENTS:

Homeowner Signature(s) _____

_____ Please do not write below this line _____

REQUEST: Date approved: _____ Date denied: _____

(ARC) SIGNATURE: _____

(ARC) Comments or Conditions: _____

Date received by Sunstate: _____ sent to ARC: _____ Sent to H/O: _____

WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

PERMIT APPLICATION

APPLICANT _____

APPLICANT ADDRESS _____

APPLICANT PHONE. ___ 24 HOUR EMERGENCY PHONE: _____

APPLICANT EMAIL ADDRESS. _____

LOCATION/ADDRESS OF WORK: _____ PARCEL ID# _____

Is this site located on a designated Canopy Road? Yes___ No___

Is there going to be tree or tree root disturbance? Yes___ No___

Class A - \$250 Class B - \$300 Class C - \$500 Class D - \$900 Class H - \$75 Class G - ½ Price of Appl Class

A - Minor Landscaping A

- Utility Taps

A - Grade and Sod Swales

A-Signs

A - Single Utility Pole Install A -

Directional Bore

B - Significant Landscaping B

- Material Staging Areas

B - Parking Areas

B - Excavate in ROW C-

RoadCuts

C- Installation of New Equip C-

Water/Sewer Tie-ins

C - Jack and Bore

C - Combined J&B/Road Cuts C -

Water/Sewer Line Install

D - Intersection of Street

D - General Roadway Work

D- Turn Lane at Comm/Subdiv Ent G -

Sarasota County Government

H-CurbCuts

H - Landscaping (Homeowner) H

- Concrete Driveway Aprons

FOR THE PURPOSE OF: _____

INSTRUCTIONS

1. The applicant must provide an original bond (fax copies not accepted) to Land Development Services in the minimum amount of \$15,000.00 or the Engineer's estimate, whichever is greater to assure restoration of the area to original or better condition for work hereby permitted. The acceptable bond form can be found at www.scgov.net. Please contact Mary Stephens at 941-861-6576 for bond information. Class H applications are exempt from bonding.
2. All construction and restoration must meet those requirements determined applicable by Sarasota County before work will be deemed complete and before applicant will be released from said responsibility or posted bond returned.
3. Three (3) plan copies must be provided with this application. Plans must show all locations of underground and overhead utilities, culverts, driveways or any other structures in the right-of-way. Typical cross-section showing depth of existing utilities and location of proposed installation must be included. An approved MOT (maintenance of traffic) plan is required for work, material and equipment storage, and employee parking that utilize the "clear zones" at any time.
4. The Land Development Services Inspector MUST be notified at least 24 hours prior to commencement of construction operations.
5. NOTICE: The Right of Way Use Permit will become invalid on the expiration date noted on the permit. If an extension is necessary, the request, along with a check in the amount of \$100.00 must be submitted 10 days prior to the expiration date or this permit will become invalid and a Stop Work Order may be placed on the project. If a Stop Work Order is issued, a fee in the amount of \$300.00 will be required to have it removed.

I HEREBY AGREE to all the terms under which the Right of Way Use Permit is issued.

APPLICANT SIGNATURE _____

DATE _____

_____ For Office Use Only _____

Application NO: _____ Date Received _____ Inspector: _____

FonnIPSIO-Revised 10/2/13

Updated: 3.18.20

WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

SARASOTA COUNTY
RIGHT-OF-WAY USE PERMIT
FEE CALCULATION SHEET

Recipient: _____ Check #: _____

Applicant: _____

Class Type: _____

		TOTAL
RECORDS FEE:	\$15.00	\$15.00
CLASS A	\$250.00 x	
-Minor Landscaping		
-Utility Taps		
-Grade and Sod Swales		
-Single Utility Pole Installation		
CLASS B	\$300.00 x	
-Significant Landscaping		
-Material Staging Areas		
-Parking Areas		
CLASS C	\$500.00 x	
-Installation of New Equipment		
-Water and Sewer Tie-ins		
-Jack & Bore or Road Cuts		
-Combination of Jack & Bore/Road Cuts		
-Water/Sewer Line Installation directly related to Construction of an approved development		
CLASS D	\$900.00 x	
-Per Intersection of Street		
-Per Turn Lane at Entrances		
-General Roadway Work		
CLASS G	1/2 Price of Above	
-Sarasota County Govt		
=		
CLASS H		
-Homeowner-Minor	\$75.00 x	
FormIPS10- Revised 4/2/12	Total	