

**COUNTRY CLUB VILLAGE at TUSCAWILLA Home Owners Association
Architectural Control Committee
Request Form**

Country Club Village is a deed restricted community. The CCV Homeowner's Guide assigns the Architectural Control Committee the responsibility to review and grant approval to construction, renovation and alteration requests within the community.

Please refer to your **Homeowner's Guide:**

Page II-14, Architectural Control Committee Procedures

Page II-15, Guidelines for the Architectural Control Committee

Page III-5, Paragraphs 13 through 24, Notice of Restrictions and Agreement of Maintenance

(If you no longer have a CCV Homeowner's Guide, one may be obtained from the Homeowners Association Board. It is also available electronically www.countryclubvillageattusawilla.com)

This Request Form is provided to assist the property owner in complying with the Homeowner's Guide. It should be completed by the homeowner, in triplicate, PRIOR TO commencing any work. It should be submitted with all supporting information to:

Chairman of the Architectural Control Committee
Country Club Village at Tuscawilla HOA
323 Circle Dr,
Maitland, FL 32751
Attention: Diana McCreight.

Diana McCreight can be reached as follows:

Phone: 407-682-3443, x 1231,

Fax: 407-682- 0181.

Email : ARB@vistacamfl.com)

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THIS SECTION TO BE COMPLETED BY THE HOMEOWNER PLEASE PRINT CLEARLY

Name: _____ **Date:** _____

Address:

Phone: **Email:**

Description of the construction / renovation / alteration: (e.g. fence installation, repair, screen enclosure, landscaping, etc.) Use additional pages if necessary.

Location: (Attach a copy of your plat plan or suitable diagram showing where the work will be done.)

Specifications: Attach copies of plans and pictures of the following:

Dimensions:

Materials: _____

Colors (attach samples):

Signature of Homeowner:

THIS SECTION TO BE COMPLETED BY THE ARCHITECTURAL CONTROL COMMITTEE

Plans Reviewed By: _____

Approved: YES / NO

Comments:

Site Inspected By: _____ **Date:**

Final Inspection: _____ **Date:**

THE APPROVAL OF THIS PROJECT BY THE CCV-ACC BECOMES EFFECTIVE ONLY AFTER THE HOMEOWNER HAS RECEIVED A PERMIT FOR THE PROJECT FROM THE CITY OF WINTER SPRINGS, IF APPLICABLE. ALL WORK MUST CONFORM TO ALL LOCAL ZONING AND BUILDING REGULATIONS.