

Audubon Landing ACC Application

IMPORTANT INFORMATION FOR ALTERATION APPLICATIONS **ENTRY STORM DOOR APPLICATION**

The accompanying application form must be completed and signed by all owners of the property. Please review the Declaration of Covenants, Conditions and Restrictions for a **complete description** of your responsibilities regarding Architectural Control Committee requirements and submittals.

- **Under no circumstances are any alterations to begin without the proper approval from the Audubon Landing HOA Association**
- All requested and needed documents, to fully understand the alteration, must be submitted with the application for the Architectural Control Committee (**ACC**) to review. Any application received without complete details or documentation will not be accepted.
- The ACC will act upon your application at their discretion. When your application is acted upon, a properly executed copy will be returned to you. **The ACC has up to thirty (30) days after submission of your request to respond, please keep this in mind when applying for an alteration.**

Once completed, please return the application and accompanying documentation, if any, to

The Melrose Management Partnership
3527 Palm Harbor Blvd
Palm Harbor, Florida 34683

Fax it to - (727) 787-3423
Email it to - chaines@melrose.management

If you have any questions, please contact the Audubon Landing HOA Board or Melrose Management.

THANK YOU IN ADVANCE FOR YOUR COOPERATION.

Audubon Landing
Architectural Control Committee

WWW.AUDUBONLANDINGHOA.COM

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ENTRY STORM DOOR SPECIFICATION AND REQUIREMENTS

The Entry Storm Doors were selected by the HOA Board to maintain and enhance the aesthetics of the Villas. The entry doors will be the responsibility of the Resident to purchase and maintain.

Specifications and Appearance

- **Home Depot** - Anderson 3000 Series
 - Full View Retractable Screen or Full Glass
 - Top Vent Retractable Screen
 - White or Almond
 - Traditional Handle – Nickle or Brass

- **Lowes** – Larson Retractable Screen Storm Door (Tradewinds)
 or Larson Signature Classic Full View
 - Full View Retractable Screen or Full Glass
 - Top Vent Retractable Screen
 - White or Almond
 - Curved Handle – Nickle or Brass

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ENTRY STORM DOOR ALTERATION APPLICATION

OWNER'S NAME: _____ DATE: _____

ADDRESS: _____ PHONE: _____

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED: _____

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH TO THIS FORM. THANK YOU)

Contractor/Individual and phone number of who will perform the work: _____

Estimated Completion Date of Alteration: _____

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Control Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT AUDUBON LANDING ASSOCIATION AND THE MELROSE MANAGEMENT GROUP, ET AL, ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS' ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

THIS APPLICATION WILL NOT BE REVIEWED FOR CONSIDERATION WITHOUT THE APPROPRIATE SIGNATURES.

DATE: _____

OWNER'S SIGNATURE: _____

OWNER'S SIGNATURE: _____

ACTION TAKEN BY THE ASSOCIATION:

DATE: _____ APPROVED: _____ NOT APPROVED: _____

Authorized Signature for the
Architectural Control Committee

Authorized Signature for the
Architectural Control Committee