

Architectural Review - RE: Home Improvement

Home Improvement Process: All residents intending to improve their property must submit plans for home improvements with the Osprey Landing Board and the Master Association Architectural Review Board.

1. Complete as per instructions the Design and Review Form
2. Complete as per instructions the Access and Responsibility
3. Submit to Management Company:

Detaili & Associates
4061 Bonita Beach Road Suite 201
Bonita Springs, FL 34134
Attn: Krystal Smith
Phone: (239) 495-1057 Fax: (239) 495-8438

4. The Architectural Review Committee of OL may ask for access to your property to review your plans with you.
5. The Committee will report to the OL Board with recommendations
6. Osprey Landing Board will notify resident within 30 days of its decision.
7. If approved, the Osprey Landing Board sends the documentation on to the Master Association Architectural Review Board for its review.
8. Osprey Landing and the Resident will be notified within 30 days of the ARB decision.

Request for Design Review Osprey Landing

Date: _____

Owner's Name(s): _____

Address: _____

Mailing Address: _____

Telephone/Fax: _____

Builder's or Contractor's Name: _____

Company Name: _____

Company Address: _____

Telephone/Fax: _____

Please Attach: Access and Responsibility Form Signed By Owner and Contractor

Requesting Approval of:

- Addition(s) or Modifications to an Existing Home (must include survey, site plan, floor plan, front, rear and side elevations and roof plan)**

- Changes to Existing Landscape (include planting plan with plant list: types, quantities, sizes, common and botanical names – show existing plants and proposed changes)**

- Changes to Exterior Materials and/or Colors (color samples must accompany request)**

- Other Modifications or Additions (such as Pool/Spa Renovation, lanai Extension)**

Attach all pertinent information triplicate including drawings, photographs and/or catalogs cuts. You may expect a written response to the request for review within 30 days of our receipt.

Mail to: Detali & Associates
4061 Bonita Beach Road Suite 201
Bonita Springs, FL 34134
Attn: Krystal Smith
Phone: (239) 495-1057 Fax: (239) 495-8438

Osprey Landing Access Agreement

Contractor:
Address:

Telephone:

Date:

During the construction process at the residence of

Client:

Address:

City: Ft Myers, FL 33908 Phone:

The Property of: "Osprey Landing Homeowner Association" will have to be used for access during construction.

By signing this agreement, I am giving my permission to the above contractor to use the OL property and the above-mentioned property to have access for construction purposes. I am also aware that the owner, for whom the construction is being built, will assume all responsibility for any damages including, but not limited to: adjacent properties, Osprey Landing Way, cable, phone and sewer lines during the normal construction process.

Board Member's Signature: _____

I do hereby agree to assume all responsibility for any damages that occur during normal construction to **both my own and others property.**

Resident Signature: _____

Contractor's Signature: _____

We will take all precautions and do not anticipate damaging the area. Work begins at 7:00AM and ends at 6:00 PM Monday – Saturday (No work can be done on Sunday)

Mail to: Detail & Associates
 4061 Bonita Beach Road Suite 201
 Bonita Springs, FL 34134
 Attn: Krystal Smith

Request for Design Review Master Association

Date: _____

Neighborhood: _____

Owner's Name(s): _____

Address: _____

Mailing Address: _____

Telephone/Fax: _____

Builder's or Contractor's Name: _____

Company Name: _____

Company Address: _____

Telephone/Fax: _____

Please Attach: Access and Responsibility Form Signed By Owner and Contractor

Requesting Approval of:

- Addition(s) or Modifications to an Existing Home (must include survey, site plan, floor plan, front, rear and side elevations and roof plan)**
- Changes to Existing Landscape (include planting plan with plant list: types, quantities, sizes, common and botanical names – show existing plants and proposed changes)**
- Changes to Exterior Materials and/or Colors (color samples must accompany request)**
- Other Modifications or Additions (such as fence, play equipment, etc.)**

Attach all pertinent information in duplicate including drawings, photographs and/or catalog cuts. You may expect a written response to the request for review within 30 days of our receipt.

Mail to: Suitor & Associates
 15751 San Carlos Blvd. Ste 8
 Fort Myers, FL 33908
 Attn: Sheila Ullmann
 Phone: (239) 437-4306 Fax: (239) 437-5192

