



Island Club West

Phone: (863) 424-8773

Email: icwclubhouse@gmail.com

Exterior Alteration Application ARC Form

This request form must be completed by the homeowner and submitted to the ARC for approval BEFORE any work commences. No work is to start prior to approval in writing.

Be sure to complete this application **IN FULL**. A copy of the property's survey must accompany this application indicating where the alteration and/or addition are located.

NAME _____ DATE _____

ADDRESS _____ LOT/BLDG # _____

E-MAIL _____ PHONE# _____

DESCRIBE THE ALTERATION/ADDITION: (Fence Installation, doors, windows, paint, etc...)

LOCATION: (A copy of the property's survey showing where the planned addition/alteration is to be located must be attached to this application)

SPECIFICATIONS: (2 Copies of plans, samples, estimates & pictures or drawings must be attached to this application)

DIMENSIONS: MATERIALS: _____

*COLORS: _____

(PAINT CHIP(S) MUST BE ATTACHED TO THIS APPLICATION)

It is the property owner's responsibility to conform to all local Zoning and Building Regulations. All required building permits from the County/City must be obtained by the property owner and a copy of the permit must be presented to the Association.

HOMEOWNER SIGNATURE

MAIL COMPLETED APPLICATION TO:

Don Asher and Associates

16 W. Dakin Avenue Kissimmee, FL 34741

(407) 483-1301 or Fax:(407) 843-5169 FAX and/or

email to: ksadmin@donasher.com

Applications for painting projects should be sent by mail only.

THIS SECTION IS TO BE COMPLETED BY THE ARCHITECTURAL REVIEW COMMITTEE

Date Rec'd by Mgmt: _____ PM Int. _____ Delivered to ARC: _____

Date ARC Approved _____ Date ARC Denied _____

ARC Member Signature: _____ BOD signature _____

COMMENTS: _____

