



ROTONDA WEST ASSOCIATION, INC. – RESIDENTIAL MODIFICATION APPLICATION

This form must be completed and approved prior to the start of work on any property in the Rotonda West Association.

1. This application is good for six (6) months from the date of approval. All work must be underway or completed within this time frame. If work is not underway within the six (6) months, or there has been a change in the proposed modification, you must resubmit your application. If application is denied, it may be resubmitted to the Residential Modification Committee or appealed to the Rotonda West Board of Directors.
2. A complete description and location of the proposed work, materials, and colors including any manufacturer’s brochure must be submitted with each modification application. SEE CHECKLIST BELOW!

It is the applicant’s responsibility to ensure that all modifications comply with the specifications and requirements described in the Rotonda West Deed Restrictions and the Rotonda West Residential Modification Guidelines (www.rotondawest.org). In addition, it is the applicant’s responsibility to comply with all Charlotte County requirements, including permits.

A \$50 DOLLAR FEE WILL BE IMPOSED IF WORK IS STARTED BEFORE APPROVAL

Owner’s Name _____

Modification Address _____

Subdivision _____ Lot Number _____

Owner Phone _____ Date of Request _____

Email Address _____

Owner Signature _____

Contractor Name _____ Phone _____

Date Received _____ By _____

Date Approved _____ Date Denied _____

Comments _____

✓ CHECK LIST OF REQUIRED ITEMS:

HOUSE PAINTING/RE-PAINTING AND PAINTING OF ADDITIONS AND/OR ACCESSORY STRUCTURES INCLUDING POOL CAGE, SCREENED FRONT ENTRY, GARAGE SCREEN(S)

- _____ Current color picture of exterior of house and roof
- _____ Sample of colors, indicating where base color and any trim color(s) will be applied
- _____ Current color picture of addition, accessory structure, screened front entry, garage screen(s), and/or pool cage denoting color/trim location, and materials that will be used.

NEW ROOF/RE-ROOF

- _____ Current color picture of exterior of house and roof
- _____ Sample of materials to be used and colors

DRIVEWAYS AND WALKWAYS

- _____ Working drawing/construction plan showing location of dwelling and all improvements, i.e. re-coating, color stamping, painting, or installation of paver bricks to existing drive or walkway, including specifications and colors.
- _____ Site plan

POOL OR PATIO CAGE *NO FLAT ROOFS ALLOWED*

- Working drawing/construction plan showing location of dwelling and all improvements, i.e. pool or patio cage to be added
- List of materials and color sample of pool or patio cage
- Site Plan

SWIMMING POOLS, SPAS, AND HOT TUBS *ABOVE GROUND POOLS ARE NOT PERMITTED*

- Must provide complete plans, specifications, and a site plan

FLAG POLES, ANTENNAS, WEATHER STATIONS, AND RECEPTION OR TRANSMISSION DEVICES

- Flag poles cannot exceed 20 feet
- Must be permanently tied down or mounted on a foundation so as to assure the rigidity and stability of structure

FENCES, SIGHT SCREENS, AND WALLS *WOOD OR GALVANIZED CHAIN LINK IS NOT PERMITTED*

- Complete plans and specifications (e.g. colors, materials to be used, height, length)
- Site plan showing location of fence/sight screen/wall

BOAT DOCKS AND OTHER CANAL AREA IMPROVEMENTS

- Complete plans and specifications (e.g. colors, materials to be used)
- Site plan showing location of dock/other canal area improvement

ACCESSORY STRUCTURES, I.E. ARBORS, CHILDRENS' PLAY SETS/HOUSES, PERGOLAS, TRELLISES, DECORATIVE STRUCTURE (FOUNTAINS, STATUARY, ETC.)

- Complete plans and specifications (e.g. colors, materials to be used)
- Site plan showing location of accessory structure/decorative structure

SHELL AND ROCK LANDSCAPING

- Complete plans and specifications (e.g. colors, materials to be used)
- Must include a maintenance plan

WINDOWS/STORM/SECURITY SHUTTERS

- Complete plans and specifications (e.g. colors, materials to be used)
- Site plan showing location of windows.

SOLAR AND PHOTO VOLTAIC PANELS

- Complete plans and specifications (e.g. colors, materials to be used) and a site plan
- Ground mounted panels must be sight screened

PERMANENT GENERATORS AND PROPANE TANKS

- Complete plans and specifications (e.g. colors, materials to be used) and a site plan
- Must be placed on a concrete pad and sight screened

***Deadline for submission is 12 noon the Friday before the Residential Modification Committee (RMC) meeting. The RMC meets the 2nd and 4th Tuesday of the month at 9am.**