

# ROTONDA LAKES CONSERVATION ASSOCIATION, INC.

## ARCHITECTURAL CONTROL COMMITTEE ("ACC") REQUEST TO MODIFY EXISTING RESIDENTIAL PROPERTY **UTILITY SHED INSTALLATION**

OWNER'S NAME \_\_\_\_\_  
ADDRESS OF PROPERTY \_\_\_\_\_  
MAILING ADDRESS (IF DIFFERENT THAN ABOVE) \_\_\_\_\_  
PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_

Approval is hereby requested to make the following modification(s), alteration(s), improvement(s) as described and depicted below or on additional attached pages.

Please include such details as the **DIMENSIONS, MATERIALS, COLOR, DESIGN, LOCATION, DRAWING**, and any other pertinent data.

For **SHED REQUESTS**, please include Charlotte County Approved application and drawings, the Builder's name, address, phone number, Florida Contractor's number, and **provide** sample swatches of manufacturer's siding/paint and trim color(s) and roof color(s) to match existing home.

**Please Note: All approvals are contingent upon meeting all county, state, and federal guidelines, rules and regulations.**

For information on changes not required, see Exhibit A.

By signing below, you understand a formal decision can take up to 30-days to receive *after* the submission of your **COMPLETED** application, in addition to any required, supplemental information. Approval **must be** obtained in writing prior to the commencement of any exterior work.

DATE OF REQUEST \_\_\_\_\_

SIGNATURE OF OWNER \_\_\_\_\_

ALL REQUESTS WILL BE ACTED UPON IN A TIMELY MANNER BY THE ASSOCIATION. APPLICATION APPROVAL MUST BE POSTED AT THE FRONT ENTRANCE PRIOR TO START OF WORK.

### Office use only:

	Approved	Rejected	By	Date
Date Received _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Date Approved _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Date Owner Notified _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Comments _____				



*Proudly and professionally managed by Legacy Property Management*

SUBMISSIONS CAN BE SENT VIA MAIL, FAX, EMAIL, OR IN-PERSON

642 N INDIANA AVENUE | ENGLEWOOD, FL 34223



941.307.6053



941.328.3610



INFO@LEGACYGROUPSWFL.COM

Please note that some elements of your request may need to be sent via mail or delivered in-person (ie. paint swatches)



## EXHIBIT A

The following changes/items do NOT require submittal or approval.

1. Landscaping using Florida Friendly Plants. No invasive plantings.
2. House paint touch up and re-paints using same original colors.
3. Clear coat re-sealing of driveways
4. Residential landscaping retaining walls, 48 inches tall or less, if the wall holds back soil only.
5. Residential low voltage installations to include security, cable TV and phone.
6. Interior Residential painting
7. Residential pressure washing
8. Residential soffits replacement
9. Electrical fixture replacements
10. Flagpoles
11. Glass only replacement in windows and doors
12. Plumbing fixture replacements
13. Re-screening
14. Screen door replacement
15. Screening existing covered patios, balconies, carports, lanais, or porches with typical insect screening, which neither increases nor alters the footprint of the building.
16. Solar powered attic exhaust fans.
17. Mailboxes that fall within the mailbox standards

**ROTONDA LAKES CONSERVATION ASSOCIATION, INC.**  
**Architectural Control Committee (ACC)**  
**Guidelines for Newly Constructed Utility Sheds**  
**October 26, 2022**

**Prior to the start of any construction, the following forms & items must be submitted to the Architectural Control Committee using a Shed Residential Modification form for review:**

Note: All submitted plans and other required items shall be retained by the Association.

**Guideline Requirements:**

1. Deposit of \$150 required. \$75 deposit (refundable), \$75 inspection fee (non-refundable.)
2. Shed must be less than or equal to 144 sq. ft. Shed cannot exceed 12'LX12'W.
3. Charlotte County approved application and drawings required to be submitted with RMC.
4. Shed height must be no greater than 10ft.
5. All sheds must be installed to the rear of the property and on the same lot as the residence and not on adjoining lots unless the lots are killed and combined as one with the county.
6. Paint manufacturer's color swatches must be provided. Digital facsimiles will not be accepted. Color must be the same or as close as possible to the existing home.
7. Roofing color and material information required. Manufacturer, type model and color must be the same or as close as possible to the existing home.
8. The manufacturer or the builder's name, address, phone number and Florida Contractor License Number is required with RMC submission.
9. Only wood construction is acceptable.
10. Any prefabricated shed must meet ACC Guidelines.
11. Location of the shed may NOT be less than 10ft. From any property line.
12. All guidelines from RLCA must be reviewed and accepted.
13. Three (3) photos are required upon completion of the shed and must be sent to: [scomrie@legacygroupswfl.com](mailto:scomrie@legacygroupswfl.com) at which time an onsite inspection will be scheduled.
14. Sheds must be anchored.
15. All checks must be made payable to:

ROTONDA LAKES CONSERVATION ASSOCIATION, INC.  
P.O. BOX 520, PLACIDA, FL 33946