Prairie Creek Park Property Owners Association, Inc.
Application for New Construction, Additions, Alterations or Improvements

THIS FORM IS TO BE COMPLETED BY THE HOMEOWNER AND SUBMITTED FOR APPROVAL **PRIOR** TO THE COMMENCEMENT OF ANY WORK. PLEASE SUBMIT TO PRAIRIE CREEK PARK POA, C/O STAR HOSPITALITY MANAGEMENT, 26530 MALLARD WAY, PUNTA GORDA, FL, 33950, PHONE: 941-575-6764, FAX: 941-575-7968, E-MAIL: s.danko@starhospitalitymanagement.com. SAID APPLICATIONS WILL ONLY BE APPROVED AT THE MONTHLY BOARD OF DIRECTORS MEETING HELD ON THE SECOND TUESDAY. **APPLICATIONS MUST BE SUBMITTED TWO WEEKS PRIOR TO THE BOARD MEETING.**

Date of Request: _____ Lot: _____ Block: _____

Property Address: _____

Property Owner's Name: _____ PHONE: _____

Mailing Address (If different than property address): _____

Type of Work to be Approved (Check all that apply):

_____ New construction
_____ Addition to existing home
_____ Outbuilding
_____ Pond
_____ Changes to the Exterior of the House or Outbuilding
_____ Exterior Painting-change in color
_____ Other: Describe: _____

Contractor: _____License #: _____ Phone: _____

Anticipated Start Date: _____ Anticipated Completion Date: _____

County Permit No.: _____

Two copies of the following must be provided for application to be considered:

New Construction or Additions

____ Survey (NAVD 1988)
____ Pond engineering plans (if to be excavated)
____ Site plan showing building
____ Scrub jay easement indicated (if applicable)
____ Building elevation
____ Floor plan
____ Roofing material information
____ Exterior building surface material information
____ Exterior color scheme
____ Landscape plan

Other

_____ Painting House and/or Outer Buildings-color samples
_____ New Roof-material & color
_____ Fencing-description & site plan
_____ New Culvert-description & confirmation of proper size
_____ Lot Clearing

Prerequisites: As a prerequisite to consideration for approval, and prior to beginning the addition, alteration, or improvement, a complete set of plans and specifications must be submitted. Upon getting written approval, construction may begin and progress to completion promptly, and in strict conformity with such approved plans and specifications. Board shall be entitled to stop any construction in violation of these restrictions and any such exterior alteration made without having first been approved as provided above shall be deemed to be in violation of the Deed Restrictions and may be required to be restored to the original condition at the Owner's expense. Failure to comply may result in subsequent payment of these expenses by you or the placement of liens on the subject property for any costs incurred by the Board.

Deed Restrictions: Plans and specifications submitted shall be in accordance with the Declaration of Restrictions. Any requests for a waiver must be submitted with the original application and shall include any supporting documentation which supports said request. For a waiver to be considered, a Request for Variance Form must be used. This statement is not intended to imply a waiver will be granted.

Permitting: Requests and alterations must conform to all State, County, and other local Zoning and Building Regulations. Please be sure to obtain the necessary permits.

Liability: Property Owner must accept liability for damage to common areas, including roadways, adjacent Owner's property, or to any easements and must promptly remedy damage thereto caused in part or in whole by contractor's operations at no cost to the POA or other Owner. This statement is not intended to imply permission has been granted to use the common areas, adjacent Owner's property, or to any easements. All contractors must abide by County and POA requirements for garbage disposal and parking.

Other rules governing construction activity:

- All POA approvals and all Governmental permits must be obtained prior to placement of temporary electric facilities, portable toilets, builder ID signs, etc. on any Home Site.
- Once authorized construction of any building is begun, including delivery of materials or equipment, work thereon must be pursued diligently and continuously and must be completed within a reasonable time.
- Construction is limited to the hours of 7:00 AM to 6:00 PM Monday through Saturday. No construction shall be permitted on Sundays or certain holidays.
- No construction vehicles shall park on any street, common area or home site except for that home site owned by the builder's client.
- Construction personnel, suppliers, and subcontractors shall not trespass nor enter any property other than the client's home site.
- The job site shall be kept neat, orderly and clean at all times, at the expense of the builder. Appropriate trash receptacles shall be maintained on the jobsite by the builder. If a problem should arise, the Board will attempt to contact the owner before any action is taken.
- Portable toilet placement shall be near the work site and not in the right-of-way or near the front of the lot.
- During the improvement process, lot access will be at the same location as the proposed or existing driveway and **placement of a temporary or permanent culvert will be necessary**. The mowed right-of-way/swale area, if disturbed, will be returned to the original condition upon completion of proposed improvements. If the disturbed area is not repaired or repaired properly, the Board will have it repaired and the invoice will be sent to the owner.
- The size of the permanent culvert installed shall be determined and installed per the specifications as recommended by AMS Engineering & Environmental, Inc. and indicated by the Board on page 3 of this application. The flow invert (inside bottom of the culvert) should be determined by the location of the swale. The flow invert of the culvert should be set at the proposed invert of the swale. A minimum of 10' on either side of the driveway culvert should be constructed to the swale grade. Elliptical culverts are recommended to provide more flow area to lower elevations. 4:1 mitered end sections on all driveway culverts to improve efficiency of flow are also required.
- Before covering the permanent culvert, please contact the POA for an inspection.
- If drainage flow off of a lot has eroded the greenbelt anywhere creating an obstacle for residents passing and or for mowing, the owner is responsible to repair and if needed, install a culvert of approved size to the specifications of the Board. If the installation does not take place after 30 days of notification, the Board will install the culvert and send the invoice to the owner.
- Owner may be asked to provide an as-built survey during the building process if there are any concerns about meeting the Deed Restrictions (e.g. setback requirements).

Signature: By my signature below, I certify that all information provided within this application for review is true and correct. I also understand that regular maintenance of any requested alteration, addition, or improvements is my responsibility in accordance with our governing documents and any amendments thereto or duly adopted rules of the Board of Directors. I understand that removal of a modification may be requested by the Board at my expense, should the modification not meet the approved specifications.

Prairie Creek Park's Deed Restrictions are designed to help preserve the aesthetic attributes of the Park as well as prevent unwarranted depreciation of property values. Appropriately designed homes with well maintained lawns and landscaping create an environment that is appealing to all of us who live, or have made investments in the Park. Attached is a copy of the Deed Restrictions. Please take time to become familiar with them. Please also refer to the sections which pertain to construction.

_____ _____

Homeowner Signature Homeowner Signature

POA Board Determination:

( ) Approval Date: _____ Signature _____

( ) Not Approved Date: _____ Signature _____

Comments/Conditions:

_____

_____

_____

_____

Prairie Creek Park Property Owners Association

Block _____

Lot _____

Culvert Size: _____

Other comments and/or recommendations: _____

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