



Marsh Landing Community Association

Architectural Modification Requirements *AMA-1*

All architectural modifications approved either verbally or in writing before May 1, 2001 shall be grandfathered. After May 1, 2001 all modifications, including but not limited to those listed below, must follow the Architectural Modifications Requirements. This process requires that the:

- Homeowner must fill out an Architecture Modification Application (AMA) with the required information
- Homeowners from the Villas or Coach Homes must submit their AMA form for approval to their respective Boards prior to submitting it to the Architectural Modification Committee (AMC).
- Homeowner then submits the completed AMA form to the M. L. Clubhouse Office, (22901 Marsh Landing Blvd., Estero, FL 33928) at least **14 days prior** to the next scheduled Master Board of Directors Meeting. **NO WORK IS TO BEGIN BEFORE WRITTEN NOTIFICATION OF MASTER BOARD APPROVAL.**
- The AMC will review the application within thirty (30) days, and if necessary discuss the change(s) with the homeowner.
- Complete information is critical in order to expedite the process. Please answer all information required on the forms, including your neighbor consent form if required.
- The AMC forwards their recommendation to the Master Association Board of Directors at the monthly board meeting.
- The Master Board of Directors approves/denies the request, and the homeowner is notified in writing of the decision. If request is denied due to an incomplete application, homeowner shall have the right to gather the necessary documentation and re-submit the application to the AMC.
- ^{NOTE} ***The AMC may recommend fines and/or other sanctions, including the removal of any unapproved modifications for violations of these guidelines.***

Securing AMC and Master Association approval is not in any way a warranty or guarantee of proper installation of any requested modifications. The AMC and the Master Association Board of Directors render no opinion as to the completion of any work done, or regarding the necessity of building permits. Homeowners are encouraged to use licensed contractors. The liability for any executed modification(s) rests solely with the respective homeowner(s) and their technical representative(s). Homeowners are solely liable for any claims including, without limitation, a claim for property damage or personal injury that will result from the requested construction modification(s). The homeowner assumes any risk, financial or otherwise, for signing a contract for services prior to receiving approval from the Master Association Board of Directors. Homeowners should supply the Association office with proof of liability insurance of any contractor engaged to perform more than minimal services on property located within the Association.

As a condition precedent to granting approval of any request for a change, alteration, or addition to an existing basic structure, the applicant assigns and hereby assumes sole responsibility for repairing, replacing, or maintaining any such approval change, alteration or addition. Homeowners are responsible for securing all proper permitting and are to secure a post inspection(s) as required by Lee County code. Homeowners are responsible for cleanup and/or repairs for any damage caused to common grounds or a neighbor's property.