

**THE LANDINGS**  
**ARCHITECTURAL REVIEW APPLICATION**

All exterior modifications, alternations or additions to a homeowner's home/lot require approval, in advance, from the Architectural Review Committee of the Board of Directors.

No work can begin until you have received written approval, including separate written approval for any modifications to a previously approved application.

**Step 1 Name and Address**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact phone numbers: Home \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Email address(es): \_\_\_\_\_

**Step 2 Description of Project**

\_\_\_\_\_ Exterior painting of home.  
Paint colors: \_\_\_\_\_

Generally, paint colors on the exterior of the home should be earth-tone in nature. Pastel colors that are earth- tone in nature and that do not cause the home to be conspicuously different from the surrounding homes will also be considered. Bright primary colors and strong deep colors that cause the home to stand out from surrounding homes will not be approved.

See list of approved paint colors on the Association website ([www.thelandingsatweston.com](http://www.thelandingsatweston.com)) under Arch Review or Forms.

\_\_\_\_\_ Installation of hurricane/impact windows or shutters.  
Color of shutters or trim \_\_\_\_\_

\_\_\_\_\_ Roofing (replacement or major repairs).  
Tile sample and/or catalogue description and color required. \_\_\_\_\_  
The color of roof tiles shall be a consistent color compatible with the driveway and building colors.

\_\_\_\_\_ Other \_\_\_\_\_

**Step 3 Additional Requirements**

**Exterior Modifications:** Include scale drawings, location survey, and other detailed descriptions.

**Certificates of Insurance:** Include a copy from a licensed vendor listing The Landings Maintenance Association, Inc. with your property address as an additional insured, for general liability, workmen's comp and vehicle insurance.

**Contractor License:** Attach a copy of your vendor's contractor license.

**Faux Painting and New Roof:** Require a sample at your property when the Application is submitted.

- Security Deposit:** **\$5,000** required for the following construction work: new additions, new pools/major repairs and roof replacements/major repairs.  
**\$1,000** required for any other work involving heavy construction-like equipment and trucks.
- Additional Information:** Attach additional information as necessary to insure a complete review of your application. Incomplete applications will be returned for homeowner follow up.

#### **Step 4 Homeowner Representations**

By signing this Architectural Review Application the homeowner represents:

I/we acknowledge that upon written approval by the Association of this Architectural Review Application, it is the sole responsibility of the homeowner to assure that any and all work performed will be by a licensed and insured vendor registered to do business in Weston.

I/we shall also be responsible for assuring that I/we are in compliance with any permits, rules and regulations that may be required by the City of Weston, Broward County or The Landings Maintenance Association, Inc. and **for contacting the Property Manager prior to repairs to any common area or neighbor's lot to insure compliance with the Association's policies** (i.e. replacing trees using a certified arborist or the proper cement mix and approved contractor required to repair sidewalks).

I / we hereby agree to be responsible for the repair of any damages to the common areas and / or any neighbor's lot which includes but is not limited to: street swales, sidewalks, driveway pavers and any grass within two weeks of completion of any work performed in conjunction with this application. Included with this application is written permission from any neighbor whose lot may be affected by the entrance or exit of any commercial construction vehicles, personnel and/or materials during the performance of the work described herein. If said damages are not repaired in a timely manner acceptable to the property manager, the Association reserves the right to complete the repairs and assess the homeowner's residence for the total amount of the repairs.

I / we will advise the contractor that IMMEDIATE cleanup of mud and / or other debris associated with this construction on any streets in The Landings is mandatory. Should the contractor fail to do so, construction may be halted and the Association reserves the right to complete the cleanup and assess the homeowner's residence for the total amount of the cleanup.

#### **Step 5 Submission of Application**

You may submit this Application by email or hand deliver or mail it to the Property Manager.

If by email:

Please scan the Application and the required attachments in a PDF and email to:

[info@procommunitymgmt.com](mailto:info@procommunitymgmt.com)

Please do not send an email with screen shots attached from your phone.

If by hand delivery or mail:

Please hand deliver or mail the Application to the Property Manager at:

Pro Community Management  
2645 Executive Park Dr., #111  
Weston, FL  
Phone: 954-349-1037

**Step 6 Sign Application**

**The signing of this Architectural Review Application constitutes legal acceptance of the Architectural Review Application requirements by the homeowner.**

\_\_\_\_\_  
Applicant Name (print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date Submitted

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**Step 7 Approval**

Reviewed By: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_ Approved

\_\_\_\_\_ Returned to Homeowner for additional information

Comments \_\_\_\_\_

Revised May 2019