

Villanova at Hunter's Creek Condominium Association, Inc.
ARCHITECTURAL REVIEW APPLICATION
Mail Application To: 12001 Villanova Drive. Orlando, FL 32837
OFFICE: (407) 857-5994 VillanovaHC@outlook.com

725

Name _____
Property Address _____
Mailing Address _____ City _____ State _____ Zip _____
Phone (s) Home _____ Work _____ Cell _____ Fax _____
Email: _____

In accordance with the Declaration of Covenants, Conditions and Regulations and the Association's rules and regulations, installation must conform to this approval and the Association's guidelines. I hereby request your consent to make the following changes, alterations, renovation and/or additions to my property.

- Tile Flooring Laminate Flooring Vinyl Flooring
 Video Doorbell Screen Enclosure Wood Flooring Other _____

Description: _____

Attach one (1) drawing or photo of your project. Attach a color sample, if applicable.

NOTE: APPLICATIONS SUBMITTED WITHOUT THE REQUIRED DOCUMENTATION LISTED ABOVE WILL BE CONSIDERED INCOMPLETE. IF AN APPLICATION IS INCOMPLETE, IT WILL NOT BE PROCESSED AND WILL BE RETURNED TO YOU.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS.

1. No work will begin until written approval is received from the Association. You have 30 days from the approval date to complete the work. If not, then you must reapply for approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself. No work can be done before 9 am, after 5 pm or on Saturday and Sunday.
3. All work will be performed in a timely manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and/ or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state, and local laws, codes, regulations, and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt Management will forward the Application to the Association. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

Do Not Write Below Line

This Application is hereby: **Approved** **Disapproved**

Date _____ Signature _____

Comments: _____

Date Received from Owner _____ Mailed to Assn _____ Mailed to Owner _____

Villanova at Hunter's Creek Condominium Association, Inc.

All of the items mentioned below must be approved by the condominium association's board of directors PRIOR to installation. Do NOT sign any contracts for purchase or installation until you have received written approval from the Board of Directors. Approval may take up to 30 days following receipt of a completed application and all supporting documentation. All vendors and contractors must register at the Villanova office during normal business hours before beginning any work.

Satellite Dish

- No satellite dish may be mounted on any exterior wall, roof, balcony, railing or other common property.
- No holes may be drilled or cut into any exterior wall, roof, balcony, or railing.
- All satellite dishes must be completely portable and capable of being moved inside of your unit without delay. This is necessary because of the likelihood of strong and sudden storms in Central Florida. Satellite dishes should be mounted on a pole anchored in a five (5) gallon bucket of concrete or on a tripod manufactured for such use.
- All satellite dishes must be connected using ribbon cable that fits through an existing door frame without the necessity of drilling or cutting any holes or openings.

Floor Coverings

- Tile Flooring -Tile flooring may be placed only in the unit interiors. All tile flooring must be installed over an underlayment material to provide sound proofing. The minimum thickness of such underlayment shall be five (5) millimeters or greater. A suitable product is Cerazorb® Ceramic Tile Acoustical Underlayment.
- Wood - may be placed in unit interiors only. All wood flooring must be installed over an underlayment material to provide sound proofing. The minimum thickness of such underlayment shall be nine (9) millimeters or greater or the IIC and STC ratings both over 70. A suitable product is Redupax® Sound Reducing Under Floor.
- Laminate/Vinyl - may be placed in unit interiors only. All laminate flooring must be installed over an underlayment material to provide sound proofing. The minimum thickness of such underlayment shall be nine (9) millimeters or greater or the IIC and STC ratings both over 70. Examples: Redupax® Sound Reducing Under Floor, SoundGuard ECO LVT, or FloorMuffler.
- Carpet - existing carpeting may be changed without board approval.

Blinds/ Window Coverings

All blinds, curtains, and window coverings visible from the building exterior must be light colored.

Doorknobs/Locks

Doorknobs and exterior hardware may only be replaced with a similar style with a "satin chrome" or "satin nickel" aluminum finish. A representative sample is available for viewing in the Villanova office during normal office hours.

Doorbells

All doorbells installed, other than those installed during original construction, must be the wireless variety. This will eliminate the need to drill holes in the exterior walls. A representative sample is available for viewing in the Villanova office during normal office hours.

Video Doorbells

- Notwithstanding any rule or regulation to contrary, Unit Owners may install one (1) video doorbell (e.g., Arlo Video Doorbell, Ring Video Doorbell, Nest Doorbell) in place of the Door Knocker on the front door of the Unit.
- No video doorbells or other cameras of any type or kind may be installed outside of the Unit except for the one (1) video doorbell installed on the front door of the Unit as provided herein.
- Unit Owners are encouraged to utilize the smallest video doorbell available and in no case shall video doorbells exceed 5.5" x 2.1" x 1.1" in size.
- Unit Owners are encouraged to utilize the least conspicuous video doorbell available, which is black or satin nickel, or a combination thereof, in color.
- Unit Owners are encouraged to utilize the least destructive (i.e., minimize penetrations on the front door) methods available for the installation of the video doorbell.
- Unit Owners must comply with the Association's architectural review process prior to installing the video doorbell, which requires the Unit Owner to submit an Architectural Review Application for the installation of the video doorbell and obtain the Association's Board of Directors' written approval of the video doorbell installation prior to installing the video doorbell.
- Only the video doorbell should be visible from the exterior of the Unit, and no wiring or other components servicing the video doorbell may be visible.
- When a Unit Owner installs an approved video doorbell, the Unit Owner is responsible for restoring and otherwise repairing to a paint ready condition any areas left where the Door Knocker was located, but not covered by the installed video doorbell, and any areas of the front door damaged during the removal of the Door Knocker and installation of the video doorbell to enable

the Association to paint the exterior of the front door (e.g., filling any holes and restoring the surface of the door).

- When a Unit Owner installs an approved video doorbell, the Association shall to the extent necessary undertake any restoration or repairs to ready the front door for painting and paint the front door of the Unit at the Unit Owner's expense.
- Unit Owners are not permitted to cut, drill, or otherwise puncture any portion of the exterior of any of the buildings, including the front door, related to the installation of the video doorbell except to install the video doorbell in place of the Door Knocker.
- The Unit Owner installing the video doorbell on the front door is responsible for ensuring proper and safe installation and operation of the video doorbell.
- Unit Owners should utilize their video doorbells in a manner that is respectful of the privacy of others. No Unit Owner may use a video doorbell to annoy or harass any other person.
- In the event a Unit Owner removes a video doorbell, Unit Owner shall be responsible for the purchasing and installing the replacement Door Knocker. Information about the type and kind of Door Knocker to be used as a replacement is available at Villanova office during normal office hours.
- In the event a Unit Owner removes a video doorbell, the Unit Owner is responsible for restoring and otherwise repairing to a paint ready condition any areas left where the video doorbell was located, but not covered by the replacement Door Knocker, and any areas of the front door damaged during the removal of the video doorbell to enable the Association to paint the exterior of the front door (e.g., filling any holes, restoring the surface of the door).
- In the event a Unit Owner removes a video doorbell, the Association shall to the extent necessary undertake any restoration or repairs to ready the front door for painting and paint the front door of the Unit at the Unit Owner's expense.
- The Association is not responsible for any damage whatsoever resulting from the installation of the video doorbell whether to the front door, to the interior of the Unit, or any other exterior portion of the building. The Unit Owner shall be responsible for any costs associated with any repairs, replacements, or other restorations required because of installation of a video doorbell.
- The Association is not responsible for the safety, operation, maintenance, repair, or replacement of the video doorbell for any reason whatsoever, and Unit Owners install the video doorbells at their own risk.
- If a Unit Owner irreparably damages the front door to the Unit, the Unit Owner is responsible for replacing the door at his or her sole cost and expense. Information about the type and kind of front door to be used as a replacement is available at Villanova office during normal office hours.