

**REQUEST FOR ARCHITECTURAL/EXTERIOR MODIFICATION**  
**5980 Winston Trails Blvd.**  
**Lake Worth, FL 33463**  
**561 433 9050**

The purpose of submitting an ARB Application is to ensure compliance with all exterior design and aesthetic standards required in Winston Trails. As per the Winston Trails Declaration, the ARB Committee has up to 30 days to review all applications. Please complete the application in full before submission, all incomplete applications will be returned immediately to the homeowner.

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

Property Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Brief description of modification: (please see attached list)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please complete this section and attach a copy of the license and insurance. Insurance must include workman's compensation.

Contractor Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contractor License # \_\_\_\_\_

Please see following page which includes a list of modifications and what documentation is needed per specific project. All supporting documentation must be submitted with the application for the application to be considered complete. If the modification you are applying for is not listed, please contact the office at 561 433 9050 for more information.

All modifications must adhere to the Winston Trails Community Standards as well as the Neighborhood Association Standards and Guidelines.

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**THIS LIST IS NOT ALL INCLUSIVE – IF YOU DO NOT SEE YOUR MODIFICATION LISTED, PLEASE ASK AN OFFICE ASSOCIATE FOR ASSISTANCE.**

- 1) Fences
  - a. Survey indicating the location with respect to property lines and existing improvements with location of the gates and the swing direction of all gates
  - b. Type of fence including materials, height, color, and style.
  - c. Include a sample picture of the fence style
  - d. Proposed landscaping plan surrounding fence if any, must be on a separate application
- 2) Painting
  - a. ALL PAINT COLORS MUST BE SELECTED FROM THE APPROVED COLOR PALETTE
  - b. Identify colors including paint manufacturer, color name and number
  - c. Paint color samples must be attached to the application along with a color photo of your home showing the roof and driveway as well as photos of the neighboring homes
  - d. Identify the location(s) of each paint color (i.e. stucco bands, front door, garage door, shutters, etc.)
- 3) Driveways - Staining/Pavers
  - a. Provide color and pattern information
  - b. Provide color picture of house indicating house and roof color
  - c. **Sidewalks within the driveway may NOT be painted or stained**
- 4) Screen Enclosures/Pergola/Tiki Hut
  - a. Survey depicting location
  - b. Plans and specifications provided by the contractor indicating dimensions, height, screen roof type (i.e. mansard, gable or flat), location(s) of screen door(s), elevation drawings and accessories (i.e. kick plates)
  - c. Identify colors, for screening, aluminum framing and kick plates
- 5) Landscaping
  - a. Survey depicting location of existing plantings with respect to property lines and existing improvements
  - b. Drawing illustrating placement of proposed landscaping
  - c. Description of proposed landscaping including type, height and quality of planting materials
  - d. Description of any trees or shrubs that will be removed
- 6) Roofing
  - a. Roof tile style, material and color must be chosen from the approved list
  - b. Picture of the house including driveway
  - c. Some associations may request an actual sample tile
- 7) Windows, Shutters & Front Doors
  - a. Photo of home showing current windows or front door
  - b. Sample picture of the product, including colors, style, and specs
  - c. Plot plan illustrating the proposed location
- 8) Tree Removal
  - a. Picture of the front on the house including current tree location
  - b. Description of replacement trees based on the Winston Trails standards
  - c. Survey or drawing of proposed planting

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**NOTICE TO HOMEOWNER**

- **Some modifications may be subject to applicable permits. Obtaining a permit is the sole responsibility of the homeowner and not the HOA. Investigation of all contractors, licenses and insurance are the responsibility of the homeowner.**
- **All approvals granted are based on aesthetic point of view and does not constitute an approval from an engineering/structural point of view.**
- **Any modifications, additions or deletions made to the attached plans after approval will void any approval granted and require a new application to be submitted and reviewed.**
- **All work must be commenced within 90 days and completed within 180 days from the date of the signed approval. All approvals are void after 180 days if the work is not completed. This does not apply to any violation resolutions.**
- **Access to areas of construction may only be allowed through your property. No permission is granted to access your property across common areas or neighboring lots.**
- **All neighborhood associations within Winston Trails have their own architectural standards which must be adhered to gain final approval.**
- **HOMEOWNER AFFIDAVIT: PRIOR TO BEGINNING ANY WORK ON YOUR PROPERTY, YOU MUST FIRST SUBMIT THIS APPLICATION, ALONG WITH ALL NECESSARY DOCUMENTATION, TO THE MANAGEMENT COMPANY FOR REVIEW. NO WORK MAY COMMENCE WITHOUT WRITTEN APPROVAL.**

I hereby submit this application to the Winston Trails Architectural Committee/Board for review. I acknowledge that all parties have the right to approve or deny any application based on their judgement. I agree to abide by the decision of the Committee/Board.

Homeowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**6/6/2023**