

# WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

## Request for Exterior Modification

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for review BEFORE any work commences.

Please complete in its entirety and mail to:

WoodmereLakesHomeownersAssociation, Inc.  
c/o Sunstate Management Group  
PO Box 18809  
Sarasota, FL 34276  
Fax: 941-870-9652 Phone: 941-870-4920

### THIS SECTION TO BE COMPLETED BY THE HOMEOWNER

Date: \_\_\_\_\_ Name: \_\_\_\_\_  
Lot#: \_\_\_\_\_ Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Please Note: Plot plan must be attached to this request**

**RIGHT- OF - WAY USE PERMIT IS NEEDED IF ANY WORK IS TO BE DONE ON THE COUNTY PROPERTY**

**DESCRIBE THE CHANGE/ADDITION/INSTALLATION:** (i.e. pool, screen enclosure, patio, landscaping, sidewalk/driveway pavers, etc.) \_\_\_\_\_

**Location:** Attach a copy of the plot plan/survey showing the location of the addition or installation (must be provided). Describe the work being done. \_\_\_\_\_

**Specifications:** Attach a copy of the plans, drawing or photograph (must be provided) of completion (not to exceed 90 days from date of approval)

**Dimensions:** \_\_\_\_\_ **Materials:** \_\_\_\_\_

**Color(s): Sample Must Be Attached** \_\_\_\_\_ **Date Work Starting:** \_\_\_\_\_

**Per the Governing documents: OWNERS ARE RESPONSIBLE FOR THE WORK/ACTION OF PERSONS UNDER THEIR EMPLOY, DIRECTION, OR AUTHORITY. Please supervise the work to ensure that damage to common areas either does not occur or is corrected if it does occur. ALL REQUESTS MUST CONFORM TO THE LOCAL ZONING AND BUILDING REGULATIONS AND OWNERS ARE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS IF REQUEST IS APPROVED.**

**I UNDERSTAND AND AGREE TO THE ABOVE REQUIREMENTS:**

**Homeowner Signature(s)** \_\_\_\_\_

\_\_\_\_\_ **Please do not write below this**

**line** \_\_\_\_\_

REQUEST: Date approved: \_\_\_\_\_ Date denied: \_\_\_\_\_

(ARC) SIGNATURE: \_\_\_\_\_

(ARC) Comments or Conditions: \_\_\_\_\_

Date received by Sunstate: \_\_\_\_\_ sent to ARC: \_\_\_\_\_ Sent to H/O: \_\_\_\_\_

**SARASOTA COUNTY PLANNING AND DEVELOPMENT SERVICES DEPARTMENT RIGHT-OF-WAY USE**

Updated: 3.18.20

# WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

## PERMIT APPLICATION

APPLICANT \_\_\_\_\_

APPLICANT ADDRESS \_\_\_\_\_

APPLICANT PHONE. \_\_\_ 24 HOUR EMERGENCY PHONE: \_\_\_\_\_

APPLICANT EMAIL ADDRESS. \_\_\_\_\_

LOCATION/ADDRESS OF WORK: \_\_\_\_\_ PARCEL ID# \_\_\_\_\_

Is this site located on a designated Canopy Road?      Yes \_\_\_      No \_\_\_

Is there going to be tree or tree root disturbance?      Yes \_\_\_      No \_\_\_

**Class A - \$250 Class B - \$300 Class C - \$500 Class D - \$900 Class H - \$75 Class G - ½ Price of Appl Class**

A - Minor Landscaping A

- Utility Taps

A - Grade and Sod Swales

A-Signs

A - Single Utility Pole Install A -

Directional Bore

B - Significant Landscaping B

- Material Staging Areas

B - Parking Areas

B - Excavate in ROW C-

RoadCuts

C - Installation of New Equip C-

Water/Sewer Tie-ins

C - Jack and Bore

C - Combined J&B/Road Cuts C -

Water/Sewer Line Install

D - Intersection of Street

D - General Roadway Work

D- Tum Lane at Comm/Subdiv Ent G -

Sarasota County Government

H-CurbCuts

H - Landscaping (Homeowner) H

- Concrete Driveway Aprons

FOR THE PURPOSE OF: \_\_\_\_\_

### INSTRUCTIONS

1. The applicant must provide an **original bond (fax copies not accepted)** to Land Development Services in the **minimum** amount of **\$15,000.00** or the **Engineer's estimate**, whichever is greater to assure restoration of the area to original or better condition for work hereby permitted. The acceptable bond form can be found at [www.scgov.net](http://www.scgov.net). Please contact Mary Stephens at 941-861-6576 for bond information. Class H applications are exempt from bonding.
2. All construction and restoration must meet those requirements determined applicable by Sarasota County before work will be deemed complete and before applicant will be released from said responsibility or posted bond returned.
3. **Three (3) plan copies must be provided with this application.** Plans must show all locations of underground and overhead utilities, culverts, driveways or any other structures in the right-of-way. Typical cross-section showing depth of existing utilities and location of proposed installation must be included. An approved MOT (maintenance of traffic) plan is required for work, material and equipment storage, and employee parking that utilize the "clear zones" at any time.
4. The Land Development Services Inspector MUST be notified at least 24 hours prior to commencement of construction operations.
5. **NOTICE: The Right of Way Use Permit will become invalid on the expiration date noted on the permit. If an extension is necessary, the request, along with a check in the amount of \$100.00 must be submitted 10 days prior to the expiration date or this permit will become invalid and a Stop Work Order may be placed on the project. If a Stop Work Order is issued, a fee in the amount of \$300.00 will be required to have it removed.**

I HEREBY AGREE to all the terms under which the Right of Way Use Permit is issued.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
**For Office Use Only**

Application NO: \_\_\_\_\_ Date Received \_\_\_\_\_ Inspector: \_\_\_\_\_

FonnIPSIO-Revised 10/2/13

*Updated: 3.18.20*

# WOODMERE LAKES HOMEOWNERS ASSOCIATION, INC.

## SARASOTA COUNTY RIGHT-OF-WAY USE PERMIT FEE CALCULATION SHEET

Recipient: \_\_\_\_\_ Check #: \_\_\_\_\_

Applicant: \_\_\_\_\_

Class Type: \_\_\_\_\_

		<b>TOTAL</b>
<b>RECORDS FEE:</b>	\$15.00	<b>\$15.00</b>
<b>CLASS A</b>	\$250.00 x	
-Minor Landscaping		
-Utility Taps		
-Grade and Sod Swales		
-Single Utility Pole Installation		
<b>CLASS B</b>	\$300.00 x	
-Significant Landscaping		
-Material Staging Areas		
-Parking Areas		
<b>CLASS C</b>	\$500.00 x	
-Installation of New Equipment		
-Water and Sewer Tie-ins		
-Jack & Bore or Road Cuts		
-Combination of Jack & Bore/Road Cuts		
-Water/Sewer Line Installation directly related to Construction of an approved development		
<b>CLASS D</b>	\$900.00 x	
-Per Intersection of Street		
-Per Turn Lane at Entrances		
-General Roadway Work		
<b>CLASS G</b>	1/2 Price of Above =	
-Sarasota County Govt		
<b>CLASS H</b>		
-Homeowner-Minor	<b>\$75.00 x</b>	
<b>FormIPS10- Revised 4/2/12</b>	<b>Total</b>	