

# Rosedale Master Homeowners Property Change Request

Please refer to the Rosedale Master website (<https://www.rosedalemasterhoa.com>) to access Guidelines for Completing an ARC Form found under the Property Change Request Tab for complete information.

Local HOA Homeowners must obtain HOA ARC approval who will submit the approved completed form To Resource Property Management.

Name of local HOA (If Applicable):

Date:

Name:

Street Address:

Lot Number:

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

*(Please check the type of work requested)*

***Modifications/Additions to Property***, i.e., pools, decks, cages, lanai extensions, fences, stone facade, driveways and walkways, roof replacement, generators, water softening systems, solar systems, hot water systems, etc. Please see the ARC deposit request form to determine the appropriate deposit. Fill in the Deposit Form form to make a deposit and add to this request if required.

***Windows, Doors, Screen Enclosures, Carriage Lights***

***Exterior Painting, Added Trim and Gutters & Downspouts***

***Tree and Plant Removal, Addition, and/or Replacement***

***Landscaping (including lighting) - (Annuals Do Not Require ARC Action)***

***Ornamentation*** - include any Items visible from the front of the property, statues, small garden fountains and benches, cast iron items, pots and baskets, etc. Attach a picture of the item and a picture of where the item is to be included in the landscaping.

Signature, or Initials in box below if form is filed electronically:

**Notes:**

1. For the protection of homeowner and Rosedale Residents, the Master ARC Committee recommends that homeowners use only licensed and insured contractors on all projects.
2. Residents are responsible for obtaining necessary Manatee County permits for modifications requiring permitting.
3. As a condition of an ARC approval, property owner(s) recognize that they will incur the entire cost of removing any and all portions of that project that infringes or encroaches on utilities/drainage easements or setbacks on the lot if removal is required, and agree to defend, protect, indemnify and hold harmless the Rosedale Master Homeowner's Association, Inc. from any and every claim or demand, loss and expense of any kind, including attorney's fees, which may ever be asserted against Lot Owner(s), or Master Association, by anyone else, arising out of any damages, loss, personal injury, death, loss of value, or property damages claimed or actually sustained as a result of construction of the modification sought herein.
4. Please follow Guidelines for completing an ARC Form posted on the Rosedale Master Association website under Property Change Request.
5. Submit the completed forms to your local HOA, and if there is not a local HOA, then submit the forms directly to Cristina Stewart (cstewart@resourcepropertymgmt.com) at Resource Property Management.

**Contractor Information** - If a contractor is to be used please provide name (and address if possible) in the box below. For questions regarding the use of licensed or unlicensed contractors, please refer to Manatee County Guidelines, Handyman or licensed contractor.

**Please Describe Your Project in the Box Below:**

**Please Continue Description Below if Additional Space  
is Needed:**

# Rosedale Master Homeowners Property Change Request

**TO BE COMPLETED BY THE LOCAL HOA ARC COMMITTEE**

**IF APPLICANT BELONGS TO A LOCAL HOA**

Date Received:

Name:

Street Address:

Lot Number:

Phone number:

Email Address:

Date Project is to begin:

Date Project is to end:

Action Taken:    Approved:

Denied

More Information  
Needed:

HOA ARC Signature:

Local ARC Comments: