

**MCGREGOR RESERVE COMMUNITY ASSOCIATION  
CONSTRUCTION/ ARCHITECTURAL CHANGE APPLICATION**

(To be completed and signed by Lot Owner)

LOT # \_\_\_\_\_

**General Information:**

Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Work  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Cell \_\_\_\_\_ Email \_\_\_\_\_

**Contractor** \_\_\_\_\_

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

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Work  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Contact  
Person \_\_\_\_\_

Name

\_\_\_\_\_  
Telephone Home Phone

Superintendent \_\_\_\_\_  
Name

\_\_\_\_\_  
Telephone Home Phone

**OWNER’S AGREEMENT**

*Please submit in duplicate. Sign and Witness both copies.*

I \_\_\_\_\_, Owner of  
Lot # \_\_\_\_\_ and address \_\_\_\_\_ Acknowledge and  
agree that the improvements to be constructed on the above numbered Lot will be in accordance with the  
plans and specifications approved by McGregor Reserve Architectural Review Committee (ARC).

1. **ARB I** – Painting (Approve Color), Hurricane Shutters, Plantings, Satellite Dish, Decorative or Glass  
Entry Door, Sheds, Re-screening, Pool deck renovations, Paver, Whole house generator.  
Bond Deposit: \$250

2. **ARB II** – Fences, Adding screen enclosures, Adding buried gas tank, Adding solar panels, Roofing,  
Adding irrigation well.  
Bond Deposit: \$500.00

3. **ARB III** – New pool additions.  
Bond Deposit: \$1500.00

**New Construction or Home additions must have ARC approved plan. Bond Deposit \$5000.00**

*\*Please circle one of the above or,*

Other: \_\_\_\_\_  
\_\_\_\_\_

I further acknowledge and agree that:

1. I have read and understand the Declaration of Covenants, Conditions, Restrictions, and Easements for McGregor Reserve and McGregor Reserve Guidelines, and will comply with the directions, requirements and conditions contained in all documents.
2. I understand that any access or use of adjoining developed or undeveloped properties during construction will require prior written approval from the owner of the affected properties, and that I will provide the ARC evidence of owner’s permission prior to entering those properties, and will return the property to it’s original condition.
3. I understand that I will be responsible for damage to existing paved streets, sidewalks, right-of-ways and drainage swales that may result as a consequence to my construction project. I further agree to maintain the paved streets, rights-of-way and drainage swales in a clean condition during the term of construction on my lot.
4. I am responsible for completing the project as described by the ARC approved drawings, plans and specification within a maximum of (6) six consecutive calendar months beginning from the date a building permit and any other required permit is issued. Lot owner shall obtain building permit and all other required permits no later than 12 months or 365 consecutive calendar days from the date of ARC approval.

5. I agree that all changes to the plans and specifications that may come about during the course of construction will be submitted to the ARC for approval prior to implementation. A final set of As-Built plans along with certification of elevation will be submitted upon completion and prior to any bond refund.
6. I will include with my Construction Application payment in the amount of \$250.00, \$500.00, \$1500.00 or \$5000.00, whichever applies, representing my bond to pay those claims for damages, intentional and unintentional, that result from failure to comply with the provisions of the Owners Agreement, The Declaration and the Construction Guidelines. No interest will accrue. Any deductions to this bond amount will be at the sole discretion of the ARC.
7. I understand that it is my responsibility to ensure that my contractor or builder maintains a clean construction site at all times, and requires all workers performing services in the project to conduct themselves in a responsible and proper manner. I understand that I am responsible for ensuring that my contractor or builder is, at all times, in compliance with the requirements and directions of *McGregor Reserve Construction Guidelines*, and the ARC approved plans and specifications for my project.
8. Copy of Current Builders Risk and Homeowners Insurance is required prior to commencement of building.

This Owner's Agreement made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

By \_\_\_\_\_  
 Owner's Name (Please Print)                      Lot Number

\_\_\_\_\_  
 Owners Signature                                      Property Address

\_\_\_\_\_  
 Witness    Witness

**APPROVAL**

- |   |   |
|---|---|
| <input type="checkbox"/> Minimal Risk Application | <input type="checkbox"/> Moderate Risk Application                  |
| <input type="checkbox"/> Major Risk Application   | <input type="checkbox"/> New Construction/Home Addition Application |

This construction Application is approved this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
 The association has received from the Owner/applicant one check for \$250.00, \$500.00, \$1500.00 or \$5000.00\*  
 for the Compliance Bond. Check made payable to *The McGregor Reserve Community Association*.

\_\_\_\_\_  
 Chairman, McGregor Reserve  
 Architectural Review Committee

\* circle one option

**Architectural Review Committee**

Plans Drawn By \_\_\_\_\_

Date \_\_\_\_\_

Pages \_\_\_\_\_

The Construction Application is approved this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
Subject to the conditions contained in the attached letter, and I have received from the Owner, a check(s)  
totaling \$\_\_\_\_\_.

\_\_\_\_\_  
Chairman, McGregor Reserve  
Architectural Review Committee

**CONSTRUCTION / ARCHITECTURAL CHANGE APPLICATION  
CHECKLIST**

A. Submit 2 (two) sets of Construction Documents (plans and specifications) as follows:

\_\_\_\_\_ Test data as approved by the governing agency.

\_\_\_\_\_ Certified lot survey, north arrow, property dimensions, easements and existing grades. As-built survey of your home showing desired improvement if this is an after market improvement application.

\_\_\_\_\_ Site plan, scale, north arrow, property and all setback dimensions, building outline including pool enclosures, walks, driveways, finish floor elevation, finish grade elevation, finish grade elevation, drainage swales per subdivision requirements and drainage in right-of-way.

\_\_\_\_\_ Foundation plan, scale, finished floor elevation including garage, lanai and pool.

\_\_\_\_\_ Floor plan to, to scale, room names and dimensions

\_\_\_\_\_ 4 (four) exterior elevations (adequately detailed). Indicate roof slope ratio.

\_\_\_\_\_ Typical full height exterior wall section (or sections) indicating stem wall construction, and identifying all construction materials proposed, provided vertical dimension extending from floor to wall top plate.

\_\_\_\_\_ Electrical plan, to include location of exterior post lighting, exterior lighted mailbox, ground floods and pole lights as required.

\_\_\_\_\_ Site plan to include all sidewalks, outdoor patio, improvements, driveways, pool, pool equipment, irrigation well location.

B. Square Footage

\_\_\_\_\_ Sq. Ft. Living Area (conditional spaces)

\_\_\_\_\_ Sq. Ft. Garage Area

\_\_\_\_\_ Sq. Ft. Screened Porch/Lanai (under roof)

\_\_\_\_\_ Sq. Ft. Screened Spa/Pool

\_\_\_\_\_ Sq. Ft. Decks/Terraces

\_\_\_\_\_ Sq. Ft. Other

\_\_\_\_\_ Total Square Footage

C. Materials and Colors

- \_\_\_\_\_ Exterior walls (2 color chips)
- \_\_\_\_\_ Exterior trim (2 color chips)
- \_\_\_\_\_ Garage doors (2 color chips)
- \_\_\_\_\_ Exterior Foundations walls (2 color chips)
- \_\_\_\_\_ Roofing (specify type and color-provide small sample)
- \_\_\_\_\_ Driveway paving
- \_\_\_\_\_ Walkways
- \_\_\_\_\_ Type exterior fixtures (provided brochure or illustrations)

D. Landscape

- \_\_\_\_\_ Landscaping plan (indicate names, size/height and quantities of materials shown)

E. Fees

- \_\_\_\_\_ Compliance/Damage bond in the amount of \$250.00, \$500.00, \$1500.00 or \$5,000.00 (circle one option)

*Any claims for damage, determined by ARC, against the Owner or the Owner's builder, or any non-compliance with the provisions of the Owner's agreement, or acts of omissions on the part of the Owner or the owner's builder that result in a financial cost to the Association will be paid with the proceeds of this bond, and the balance, if any, refunded to the owner at the time of the final inspection by the ARC. Amounts for claims for damage and/or the cost associated with corrective action by the association over and above the compliance/damage bond amount shall be the cost of the homeowner/lot owner.*

F. Photo

- \_\_\_\_\_ Before construction photos must be submitted. Front, back and side lot view. After construction / improvement photos will be taken for the file.

Please submit the Construction Application, two copies of the Owner's Agreement, and all those items and information requested on the Construction Application checklist, AND a Compliance/Damage Bond in the amount of \$250.00, \$500.00, \$1500.00 or \$5,000.00.

Make check(s) Payable to: McGregor Reserve Community Association, Inc.

Send To: McGregor Reserve Community Association, Inc.  
c/o John Shannon  
1722 Whittling Ct  
Fort Myers, FL 33901