



**WINDOVER FARMS OF MELBOURNE HOMEOWNERS' ASSOCIATION, INC.**

4025 Windover Way Melbourne, FL 32934 (321) 259-2216

**POOL CONSTRUCTION APPLICATION**

Revised: 06/08

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

Lot Number \_\_\_\_\_

**HOME OWNER**

Name \_\_\_\_\_ Address \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

Phone Business (\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

**CONTRACTOR**

Name \_\_\_\_\_ Address \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

Phone: Business (\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

**POOL CONSTRUCTION PERMIT INSTRUCTIONS**

Note: The Windover Farms of Melbourne Homeowners Association, Inc. Architectural Review Committee is herein referred to as the "ARC". The Windover Farms of Melbourne Homeowners' Association Declaration of Covenants, Conditions, and Restrictions are herein referred to as "WFM Deed Restriction".

**1. APPLICATION TIMETABLE**

Applications for new **Pool Construction** must be submitted to the Homeowners' Association Manager's Office located in the Pavilion not later than **12:00 Noon, Friday, 10 days** before the ARC meeting. ARC meetings are generally held on the **second and fourth Tuesday** at the Pavilion office at **7:00 p.m.** Subject to change, call the office the exact date. The Association Manager's Office Telephone: (321) 259-2216, FAX: (321) 259-0552, E-Mail: [windoverfarms@cfl.rr.com](mailto:windoverfarms@cfl.rr.com).

**2. FEES**

A **\$1000** deposit will be required for the review of an application for construction of a pool.

**\$750 refundable upon satisfactory completion and final inspection of construction.**

### 3. ACTIONS REQUIRED PRIOR TO SUBMITTING APPLICATION

**Note:** This is a checklist for both the applicant and the ARC. Prior to submitting this application, the applicant should **review** each item and **initial** same in the space provided to indicate compliance. Proof of these actions or the instruments involved must accompany this application. If **ALL** items **are not** completed, the application **will not** be considered.

\_\_\_\_\_ A. Site plan, by licensed surveyor showing exact location of house, pool, equipment, septic system, etc. (may use existing survey on file with office)

\_\_\_\_\_ B. Landscape plan showing vegetation that will be removed and will be added by name, size, and quantity. For trees, diameter/caliper must be shown. **Note:** WFM Deed restrictions require 25% replacement value for all pine trees over three (3) inch diameter that are removed and 50% replacement for all hardwood trees over 3 inches. These replacement trees must be hardwoods and at least three (3) inches in diameter.

\_\_\_\_\_ C. The removal of any existing trees for the installation of the pool requires approval by the ARC.

\_\_\_\_\_ D. Copies of County permits. (Must be submitted prior to any work)

\_\_\_\_\_ E. Pool Plans

\_\_\_\_\_ F. I will leave \_\_\_\_\_% of the lot natural as indicated by the accompanying plans. (Every effort must be made to locate the pool on the lot to save as many trees and as much natural vegetation as is reasonable and possible.)

**Note: All areas cleared must be sodded**

\_\_\_\_\_ G. I/We the applicants(s) have read and understand the WFM Deed Restrictions, the sign policy for Windover Farms of Melbourne, and the County Noise Ordinance as it pertains to Construction activities.

\_\_\_\_\_ H. Initials here indicate that all above described documents which are applicable and all the following questions have been answered. Items which are not applicable have been so noted.

**APPLICATION DETAILS** (Answer all questions or write in "NA" if the question does not apply to your situation.)

#### A. SWIMMING POOL, SAUNA, ETC.

1. Swimming pool has screen enclosure? \_\_\_\_\_ Yes \_\_\_\_\_ No

2. Swimming pool has fence enclosure? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Note:** Pool must be either screened or fenced. **If Yes to fence enclosure a separate fence application must be submitted.**

3. Swimming pool enclosure color \_\_\_\_\_

**Note:** Pool equipment must be screened from view. It must not be visible from the street or from a neighbor's yard. Please indicate one of the following screening choices:

Fence painted to match house color \_\_\_\_\_ Material \_\_\_\_\_

Stucco wall painted to match house color \_\_\_\_\_

#### B. ON-GOING CONSTRUCTION

1. As construction progresses, periodic inspections will be made by members of the ARC to assure compliance with the approved plans, with WFM Deed Restrictions, and other approved policies of Windover Farms of Melbourne. Under no circumstances can any changes be made without the prior approval of the ARC. Note: Noncompliance can result in construction delays and fines. **Pool construction and all landscaping including sod and tree replacement, etc must be completed within 90 days from the time that ground is broken.** (If necessary an extension may be requested from the ARC.

2. I/We understand that a final inspection will be required to ensure the property is in complete compliance with the approved construction application and the WFM Deed Restrictions. This inspection will take place prior to the return of the refundable construction deposit. Upon completion of the inspection and correction of any

