



**HOME/PROPERTY MODIFICATION REQUEST**

**ARCHITECTURAL REVIEW COMMITTEE**

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AREA \_\_\_\_\_

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

**PLEASE NOTE:** The ARC meets twice a month during the winter season and once monthly the rest of the year. Following a site visit, each submitted request is reviewed at a meeting that is open to any homeowner to attend. **Those requests requiring emergency attention, needing resolution prior to the next meeting, are required to submit these requests with a check for \$100.00 made payable to The Venice Golf & Country Club Master Association. Funds will be used to offset the extra paperwork and administrative time spent on these requests.**

DATE SUBMITTED: \_\_\_\_\_ NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ MAILING ADDRESS: \_\_\_\_\_  
(If different than property address)

PROPERTY OWNER SIGNATURE: \_\_\_\_\_

**PLEASE DO NOT SCHEDULE WORK TO BE DONE UNTIL APPROVAL FROM THE ARC IS RECEIVED**  
**PLEASE CONTACT OUR OFFICE THE DAY AFTER THE ARC MEETING FOR A RESPONSE AND/OR COPY**

**DESCRIPTION OF MODIFICATION: (continue on back if necessary)** A landscape plan must be submitted when making changes to landscaping. Please provide professional opinion/plan with this form.

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

 **If tree(s) removal is requested, please provide the type and location of tree(s) on property:**

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

**If replacement(s) are intended, please describe:**

**SPECIAL NOTE:** Paint requests require a 4ft. x 4 ft. color swatch on the *front* of the house before the request will be considered. Smaller swatches of trim or door color should be added if changes are to be made. When the swatch is completed call the association office for further review. **PAIN CHIP SAMPLE(S) MUST BE ATTACHED TO THIS FORM.**

**FOR COMMITTEE USE:**

APPROVED AS PRESENTED \_\_\_\_\_ (Office use only/approval stamp)

APPROVED SUBJECT TO: \_\_\_\_\_

REJECTED AS PRESENTED: \_\_\_\_\_

APPROVED BY NEIGHBORHOOD ASSOCIATION:  Cheval  Cheval South  Lansbrook  Vestavia  
 Wellington  Wentworth;  Single Villa  Attached Villa

\_\_\_\_\_  
Date

Thank you for your submittal. We are charged with following the VG&CC Covenants, Conditions and Restrictions to help assure the protection and marketability of individual property values through the establishment of high standards of architectural review.  
**The Venice Golf & Country Club Master Association Board of Directors and the Architectural Review Committee**

## OAK TREE REMOVAL POLICY

August 16, 2011

The Venice Golf and Country Club is a beautiful residential community. Stately oak trees at our entrance and throughout the community define VGCC as an environmentally and aesthetically desirable place to live.

Every effort should be made to keep these trees, wherever and whenever possible. However, requests by residents to remove oak trees will be evaluated on an *individual* basis. The following guidelines will be used by the Architectural Review Committee [ARC] in its evaluation and decision process.

- Is the oak healthy?
- Can it thrive in its location?
- Is there evidence that it is causing property damage?

Thinning of the tree or trimming of low branches impacting roofs or lanais will be allowed, but the canopy should not be reduced. If trimming or thinning is deemed to be a solution, the homeowner will be advised to engage a professional landscape company to ensure the integrity and health of the tree.

All homes are required to have a minimum of two oak trees. However, the size of the home site and the existence of other trees will be taken into consideration. If removal is permitted, replacement may be required. If so, an oak should be planted in an appropriate location, a minimum of 15 feet from foundations or other structures. Replacement with other specimen trees may be approved if the home site cannot support an oak.

The following *are not reasons* to request oak removal:

- Grass won't grow under the tree.
- It's dirty, leaves and acorns fall off.
- It stains driveways.
- It attracts insects and Spanish moss.
- It requires trimming.

In the event a homeowner appeals a decision rejecting removal of an oak tree, the appeal will be heard by the Master Association Executive Committee with ARC representation. This appeal may require a written statement from a certified arborist to support the homeowner's removal request.