

Southchase Parcel 45 Association – ARB – Architectural Review Board Form

c/o Bono & Associates – 766 N. Sun Drive, Lake Mary, FL 32746 – 407-233-3560
Email – Cmizzell@bonomgmt.com / Fax – 407-233-3498 / or mail to address above
ARB form is REQUIRED for all exterior work to be performed on home or lot

Owners Name: _____ Date: _____

Owners Signature Required: _____

Property Address: _____

Mailing Address: _____

Email: _____ Phone: _____

Check boxes if applicable to your project/property
☐ Brick Wall Adjacent Property
☐ Waterfront Property
☐ Violation Correction Application
☐ Permit Required
☐ Permit Has Been Applied For

Brief Description of Work to take place (Required):

Each exterior modification requires its own application. Multiple items cannot be submitted on one application.

Please fill out the applicable section for your request. Please make sure all required documentation is submitted with your request as applicable for the section you are submitting for. You are required to check with and meet all local, County, City and State Code and Regulations for permitting. Association is not responsible for owners to pull permits. Owners must make sure they check with all local and State authorities before performing any work. By signing this form above you are agreeing to the terms set forth by this document. Any changes that are made that have not been approved will consider the approval null and void and a new application will be required. Any changes that are not approved will be required to be reverted to the original approval or original state and condition before submitting the application.

Owners must ensure vendors do not obstruct roadways or flow of traffic. All construction debris must be removed and picked up the same day promptly.

You must check this box that you acknowledge the above statement. Form will be returned if not checked

Your signature whether written or electronically signed is consent to this document.

Please Note - * DUMPSTERS MUST BE STORED IN DRIVEWAY. Not in street - safety hazard.

Please note: ☐ This is a check box so you know what information to include with your request. These are required items.

Section 1 - Paint – You are required to submit a color from the current approved color book. No re-painting home same color, if the color is no longer an approved color scheme. You must list the colors on the form. No mixing and matching of scheme permitted. One complete color scheme must be selected from the book. Available via email. Flat exterior paint only to be used. All colors must be listed with their color number. Approved front door color for any scheme - SW6395 Alchemy. (Example on how to list paint info below -Pure White –SW7005)

Scheme # _____ Body (Body color only) _____ Trim (Trim color only) _____

Garage Door (White or Trim color only) _____ Front Door (White or Accent Only) _____

Section 2 - Fences – May only be wood or white or light tan vinyl only.

Waterfront properties must have non-obstructing fencing only in back yard.

Fences behind home that border the association brick wall must taper down the last 12 feet to meet the brick wall. No fences are permitted on top, next to, or above brick wall. Homes that are behind the brick wall can install white vinyl 4 feet from brick wall and add vegetation 2 feet from brick wall in front of vinyl fence. Guidelines are outlined in handbook. Covered structure fences for pumps, ac units, propane tanks or trash cans may be an L-shaped picket screening (Please refer to handbook), or a fence can be moved up in front to cover the structure, or vegetation can be planted in front to hide road visibility. All options require approval.

Fence Material _____ Measurements _____ Lot Survey Attached ☐ Sample Photo of Fence ☐

Section 3 – Roof/Gutters (If doing at the time of roof or gutters only request) – No shingles in the following shades of Red, Blue, or Green are permitted. Gutter Approved colors – Black, White, Gray, Brown, Beige and Clay. Must be approved before install.

Shingle Manufacturer _____ Shingle Color Name _____ Vendor Name _____

Drip Edge Color: _____ Gutter Color: _____ Size: _____ Seamless ☐

Section 4 - Pavers and Driveway Extensions – Pavers are permitted. Concrete is permitted. No mixing and matching of concrete and pavers are permitted. Must be all one or the other. No pavers in apron/sidewalk. Driveway extensions can only be 18" either side or 36" on one side only that leads to front walkway. Driveways may not extend over 19 feet wide. No added extension is permitted. Pavers may not be dark in color. Driveway aprons and sidewalks are not allowed to be done in pavers.

Paver color name _____ Measurement of areas _____

Vendor Name _____ Marked lot survey with measurements must be attached ☐ Photo sample of pavers attached ☐

Section 5 - Solar Panels – Requires HOA approval. Spec sheet for installation [] Placement Location on roof [] Shade Report []

Section 6 -Windows / Doors /Sliding Door/Front Door - No Window Awnings. All front facing windows must have grid design.
Specs Sheet [] Photo of Door /window [] Vendor Estimate/proposal [] Document showing what windows/doors will be replaced []

Section 7 - Propane tank /Natural Gas / Pool Heater Tank –

Requires Approval – Photo of the tank [] Spec Sheet [] Lot Survey with placement location []
Must be enclosed from street view with one of the above fencing options under the fence section – Please include specs and drawings []

Section 8 - Sheds – May be 8x10x10 max size permitted. Sheds require Orange County Permit. Must be submitted for OC permit once HOA approves. Must meet building and zoning setbacks. Must be hidden with vegetation if visible from street view in any way. Must be in back yard only.

Shed material _____ Shed Size _____
Shed Spec Sheet Attached [] Lot Survey with placement Attached [] Photo of the shed to be installed attached []

Section 9 - Front or Back Patio Screening –

Lot survey marking area [] Sample photo of screen [] Material/Spec Sheet []
Color of Screen _____ Size _____ Type of screen to be used _____

Section 10 - Tree Removal – Tree removal requires approval and stump must be ground all the way down. Sod must be installed over the area.

Photo of the Tree to be removed attached [] Reason for removal must be listed above in description along with what you plan on doing to the area once removed []

Section 11 - Tree Replacement –

Must provide a lot survey with new placement location of tree [] A photo of the tree you wish to install []
Any borders or pavers to be installed around tree must be included with request (Color photo required with paver name) []
Photos/drawing/layout of area []

Section 12 - Tree Pollarding /Tree Topping – This is not permitted without approval. If tree is pollarded without permission in some cases, you may be required to remove the tree and plant a new tree in its place.

Photo of the tree [] Description of work to take place with reasons why this is needed []

Section 13 - Landscaping – If replacing existing plants with like for like in plant beds this does not require review. Refreshing or adding mulch in plant beds does not require review. The install of rocks/stones, trees, bushes, new plants, plant bed curbing and pavers, and/or new upgrades to plant beds and yards require review. Removal of these items require approval as well. Mulch approved colors – Brown, Beige, Black and Red.

A lot survey showing placement/layout of new plantings [] Description/Spec sheet of work to take place – must list all plants, rocks, mulch etc to be installed and show location on drawings [] Photos of the current landscaping []

Section 14 - Front Courtyard/Plant beds –

Photo of area [] Description of work to take place/materials to be used [] Lot survey with measurements of area []

Section 15 - Pool –

Option 1 – My yard is fenced in completely [] Option 2 - Adding screen enclosure [] Above Ground [] In-Ground []
Specs for installation of pool [] A design layout of the pool [] Lot Survey showing placement of pool with setbacks []

Section 16 – Garage Door Replacement

Photo of new door [] Spec Sheet to include design and color []

Section 17 - Other Exterior Modifications not listed –Please include the following items for review

Lot Survey [] Description of work/Spec Sheet [] Photos []

ARB Committee ONLY -

Approved [] Approved with conditions [] Denied []

Notes - _____

Date _____

Board Members Signatures _____