

ALESBURY HOMEOWNERS' ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE (ARC) IMPROVEMENT REQUEST FORM

Submittal Date: / /

HOA MEMBER NAME _____

Alesbury Address _____

CONTRACTOR NAME _____

Firm's Business Address _____

Contact Name _____ Email _____

Phone _____ Mobile _____

FL License No. _____ Federal Tax ID _____

Worker's Compensation Insurance Co. & No. _____

Liability Insurance Co. & Policy No. _____

City of Jacksonville Building Permit No. _____

Please **Circle** below the "Type of Improvement" being requested.

TYPE OF IMPROVEMENT	PROVIDE SUPPORT DOCUMENTATION AS NEEDED TO EXPLAIN REQUEST
Home - Painting	Any exterior painting that changes existing color(s) requires an ARC request with: 1. Color(s) for exterior walls, trim, accent features: front door, shutters or other 2. All colors require representative sample(s) painted on exterior features for review
Home - Reroofing	Requires "Architectural" style asphalt shingle with manufacture color and number 1. Define color(s) of metal edge drip, roof vents and plumbing stack vent 2. Submit an actual shingle sample with completed ARC request form
Home - Roof Objects	Solar or hot water panels for house or pool shall not be mounted on house front 1. Panels should be black with matching mounting structure, connectors and piping
Home - Gutters	Sample of "seamless" gutter profile shape, downspout, and related color(s) 1. Type of visible gutter debris screen or helmet, if this option is proposed
Home - Addition	Site plan showing Addition to property lines, house, easements, setbacks and trees 1. Floor plan(s) and exterior elevation(s) with existing house shown to scale 2. Samples of exterior materials and related color(s), texture sample(s)
Home - Windows	Window & mullion type, material, exterior color and glass type (no reflective glass)
Yard - Driveway	Concrete or provide samples of new brick or colored concrete pavers (no asphalt) 1. Painted/polymer coated concrete driveways are not allowed due to short life span
Yard - Patio	Proposed rear yard patio site plan with paver materials, textures and colors
Yard - Fencing	Black metal picket fence to match mailboxes and street signage (no wood fencing) 1. Rear/side fence height is limited to 6 feet or 4 feet for lots with golf course views
Yard - Planting Changes	Landscape plan illustrating types and location of new planting material and bed cover
Yard - Tree Removal, Addition	Identify live tree(s) to be removed (or added) with reason for request 1. Propose new tree/landscape to be planted to offset tree(s) removal, except for pine
Yard - Lawn Objects	Submit picture(s), size, color(s) of object (obtuse or salvaged objects discouraged)
Yard - Mailbox	Identical replacement mailbox may be difficult to find requiring metal shop fabrication
Other	Define the improvement location, material and color and provide plans as needed

Please complete, submit one original, two copies, including site or building plan(s) and related descriptive material to:

Lee Force att 13792 Alesbury Court (954-495-5978)

Please provide in advance as the approval process may require 14 to 21 days