

The Estates of Lake St. Charles Homeowners Association, INC.
Architectural Review Committee Application
Email – cheryl@altemosemgmt.com - Phone: (407) 371-5245
P.O. Box 1011 Gotha, FL. 34734

Homeowners Name: _____ **Phone:** _____

Property Address: _____

Mailing Address: _____

Email: _____

I hereby request your consent to make the following changes. alterations. renovations and/or additions to my property
(**Select the ARC item below or choose "other" if the option is not listed below. If the other option is chosen, remember to enter a description of your requested change/s and provide all additional documents).**)

☐ **EXTERIOR HOUSE PAINT: (Approved HOA Color Book page number and color chip names must be filled in below. If colors are not currently in the approved HOA Color Book – Homeowner must provide three (3) color chips for approval.)**

- Base Color: _____ Trim Color: _____
- Front Door Color: _____ Garage Door Color: _____
- Soffit – will be cleaned: _____ or repainted (**MUST BE SEMI-GLOSS ULTRA WHITE**) _____
- Driveway Color: _____

☐ **FENCE: (Fence material, color and Property Survey Plot mapping specific fence measurements and location/s on the homeowner's property must be provided along with ARC application request. Friendly reminder to apply for your city permit, a permit does not have to be provided to ARC committee).**

☐ **ROOFING: (Homeowner must provide a color photo of the Neutral Roof Shingle color with ARC application. Friendly reminder to apply for your city permit, a permit does not have to be provided to ARC committee).**

- Roof Shingle Color Name: _____
- Roof Gutters (**Gutters must be white, photo of materials must be provided, if not applicable add NA**): _____
- Solar Panels (**If not applicable add NA**): _____

☐ **LANDSCAPING: (Homeowners must provide photo/s of material and Property Survey Plot mapping with specific measurements and location/s along with ARC application request)**

Front Yard:

- Sod: _____ Sprinkler System: _____ Outdoor Statue / Monument: _____
- Adding of tree / brush in front of **bay window only**: _____
- Pavers color name: _____ and location of property: _____

Back Yard:

- Shed (**cannot be seen from the front of the street**): _____
- Enclosure Pool or Patio Screen: material _____

☐ **ADDITION TO HOME EXTERIOR: (Homeowners must provide photo/s of material and Property Survey Plot mapping with specific measurements and location/s along with ARC application request if applicable.)**

- Front Door (Neutral wood material): _____ Window/s Replacement: _____
- Extension of Driveway: material _____ and location of property: _____
- Enclosure Patio Screen Front Doorway: material _____ color: _____
- Pool: _____ (homeowner will need to confirm or select fence option when adding a pool)
- Extension / Enclosed Back Patio: material/s _____ color/s: _____

☐ **OTHER – DESCRIPTION:** (IF APPLICABLE)

Required Item(s):

1. Attach a copy of a plot plan and a copy of the property survey showing where the work will be performed on the property.
2. All materials, dimensions and finishes must be described in detail and color samples must be attached for any paint or other finishes. **Color chips must be provided for any claims of Original Color Schemes.** Color photos of fencing must be provided.

All approvals are subject to the following:

- **All WORK MUST** be started within **30 days after Approval and completed within 90 days after Start of work.** The Managing Agent will verify specified proposed changes/additions/improvements have been completed according to our Declaration of Covenants Architectural Condition and Restrictions. Please be considerate of neighbors while work is being completed.
- Property owners must conform to local zoning and building regulations, **including obtaining necessary permits** adhering to setback requirements and contracting utility services before digging.
- Property owners must accept liability for encroachment or damage to any easements. common. areas or other property.
- Property owners must continue to maintain property during construction and may not deviate in any manner from the approved plan. **All construction materials must be confined solely to the Homeowner's property.**
- Upon receipt of a completed application **ALTEMOSE COMMUNITY MANAGEMENT** will forward your application to the Association. **The Association may take up to 30 days to review.** You will be notified when the application is either approved or denied. **ALL Homeowners are responsible for following all rules and guidelines of their association while making all exterior modifications.**

Signature of Owner/s _____ **Date** _____

*** Do Not Write Below This Line ***

This ARC application was hereby received on date: _____ Reviewed by ARC on date: _____

Approved ARC Application (with or without stipulations) comments:

Approved Signature of ARC Chair: _____ Date: _____

Approved Signature of ARC Committee Member: _____ Date: _____

Approved Signature of ARC Committee Member: _____ Date: _____

Approved Signature of HOA Board Member (if applicable): _____ Date: _____

Denied ARC Application (with or without stipulations) comments:

Date of Denied ARC Application: _____