Wekiva Springs Reserve Homeowners Association, Inc.

Architectural Review Form

- This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) before any work commences on the subject property.
- Please refer to your Declaration for a description of the ARC and its purpose.
- A separate form must be completed for each project.
- Please allow thirty (30) days from the time we receive your submission for the results of this review.

Submission Information

Date of Submission

Property Owner Name

Property Owner Email

Property Address
(Subject Property)

Mailing Address
(If different from subject property)

Requested Change
(Select one)

- ◯ Painting
- ◯ Addition
- ◯ Fencing
- ◯ Screen Enclosure
- ◯ Pool
- ◯ Play Set
- ◯ Landscaping
- ◯ Walk/Driveway
- ◯ Roofing
- ◯ Other

Description of Changes / Additions

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See Page 2 for additional, important details

Signature Required - Page 2

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Conditions, Restrictions, and Limitations

- This request is subject to all conditions, restrictions and limitations noted on this form (front and back).

Submission Requirements

- Attach a copy of a plot plan or survey showing where the addition such as a fence, porch, etc. is to be located. All materials, dimensions and finishes must be described in detail and color samples must be attached for any paint or other finishes. All requests must conform to the local zoning and building regulations and you must obtain all necessary permits if your request is approved by the Architectural Review Committee.
- This form must be signed by the owner of the subject property.

All Approvals Are Subject To The Following Conditions

- Property owner and contractor(s) are responsible for obtaining and complying with all building permits, building codes and setbacks. All work must meet County and Local ordinances for landscape and tree replacement guidelines.
- Property owner is responsible for restoring, regrading and replacing any damaged grass, plants or other property on adjacent or nearby lots, easements or common property that may be damaged as a result of this project.
- Proposed structures shall not encroach on any platted setback or easements nor may they adversely affect any designed and approved drainage flow on this or any other lot. Property owner must accept liability for encroachment on or damage to any easements.
- All materials used during alteration process must be neatly stored on site. Upon completion, all excess materials must be removed within 14 days.
- Any fence shall not encroach onto any property owned or controlled by the Association and shall not obstruct or impede approved drainage flow on this Lot or any other. Height of homeowners fence cannot exceed the height of any community fence. The "finished" side of the fence shall face the street and neighboring properties.
- All work must be completed within 90 days of the date of this signed approval.
- Owner must continue to maintain property during construction

Form Submission

Please return form to:
Specialty Management Company of Central Florida, Inc. 882 Jackson Avenue • Winter Park, FL 32789
407-647-2622 • 407-647-3226 fax • arc@greatcommunities.com

Property Owner Signature

I, the owner of the above named property, agree to all terms, conditions, requirements spelled out in the association Declaration, of Restrictions, Articles of Incorporation, By Laws, Rules and Regulations, Architectural Review Guidelines, Community Standards and this document.

Signature X _____ Date X _____

This Section To Be Completed By Architectural Review Committee

Check All That Apply

- ◯ Standard
- ◯ Non Standard
- ◯ Complete
- ◯ Incomplete
- ◯ Approved as Submitted
- ◯ Approved with Changes
- ◯ Returned Incomplete
- ◯ Disapproved

Review Notes

Agent for the ARC

Name _____ Signature _____ Date _____

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