

ARC POOL REQUEST  
SUNTREE MASTER HOMEOWNERS ASSOCIATION, INC.  
7550 Spyglass Hill Rd Melbourne, FL 32940  
Ph 242-8960 Website Suntreeflorida.com

**“By my signature below, I acknowledge that I voluntarily provided the information on this form and it will become part of the public records of Suntree Master Homeowners Association, Inc.”**

Homeowners Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner’s Name: \_\_\_\_\_ Ph: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Print

Contractor: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Ph: \_\_\_\_\_

Print

Address to mail refund: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Tract or Subdivision: \_\_\_\_\_

Property is located on a [ ] Lake [ ] Golf course [ ] other (explain): \_\_\_\_\_

Applicant hereby gives SMHA ARC permission to go onto the above described property until such time as project is inspected.

**Please submit in duplicate:**

[ ] Survey plan with house and proposed pool on it. [ ] Pool plan from the pool company.

[ ] If applicable, submit plans for any propane tank, solar panels, landscaping, drainage changes, etc. at this time.

Pool enclosure type: [ ] Mansard [ ] Gable Framing color: [ ] Bronze [ ] White Screen color: [ ] Charcoal [ ] Black

If applicable, Fence enclosure: Type: \_\_\_\_\_ Height: \_\_\_\_\_ Color: \_\_\_\_\_ Material: \_\_\_\_\_

Fences other than enclosing only pool equipment need SMHA BOD approval.

**Site and pool plans must indicate location of pool equipment and method to screen the pool equipment from view. i.e., with hedge plants minimum of 18” high at planting or painted approved fencing or approved lattice, unless local sub-association documents require you to do more.**

Screening of the pool equipment is the responsibility of the undersigned and compliance with the requirements for screening said equipment from view on all exposed sides:

Contractor Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

OR

Homeowner Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**THIS APPROVAL EXPIRES IN 180 DAYS. Extension will be considered based on the extent of the project or weather.**

[ ] Application FEE: \$30.00

For final inspection, please call 242-8960.

NEWARC meetings are held the second and fourth Wednesday of each month. Please submit your plan package 5 business days before the next meeting.

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Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

Chairman, Local HOA: \_\_\_\_\_ Date: \_\_\_\_\_ President local BOD: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

Chairman, SMHA ARC: \_\_\_\_\_ Date: \_\_\_\_\_