

SUNTREE MASTER HOMEOWNERS ASSOCIATION, INC.

NEWARC BUILDERS CHECKLIST FOR DESIGN APPROVAL

PLEASE HAVE APPROPRIATE LOCAL HOA PERSON SIGN THIS FORM BEFORE TURNING NEWARC INTO SMHA TO BE PLACED ON THE NEXT AGENDA. MEETINGS ARE HELD THE 2ND & 4TH WEDNESDAY OF EACH MONTH.

Approved _____ Disapproved _____

Signature of Approved HOA representative Print name & title of HOA representative Date: _____

Signature of Approved HOA representative Print name & title of HOA representative Date: _____

Signature of SMHA ARC chairman Approved _____ Disapproved _____ Date: _____

LOTS MAY BE CLEARED, FILLED, FORM BOARDS IN PLACE AND ROUGH PLUMBING IN GROUND BEFORE APPROVAL IS GIVEN.

NO CONCRETE OR ANY OTHER CONSTRUCTION MAY BEGIN BEFORE NEWARC APPROVAL IS GIVEN, A FINE OF \$1000.00 MAY BE ISSUED.

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

LOT _____ BLOCK _____ TRACT _____ SPEC/MODEL _____

Builders Name Address Phone E-Mail

Proposed Start Date _____ Proposed C.O.Date _____

“By my signature below, I acknowledge that I have 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: _____

Print Name: _____ Address: _____

Phone: _____ Email Address: _____

NEWARC BUILDERS CHECKLIST FOR DESIGN APPROVAL (cont'd)

The following will be submitted to the Architectural Review Committee (ARC) when requesting design approval. THIS APPROVAL EXPIRES IN 180 DAYS. Extension will be considered based on the extent of the project or weather.

Total square footage _____ Square footage under air _____ # of bedrooms ____ # of bathrooms ____

One story [] Two story []

Exterior type: [] Brick

[] Stucco

[] Siding

[] Other

Exterior colors: (Attach samples)

Wall _____

Trim _____

Roof _____ Tile [] Shingle []

Windows: Type _____ Color _____

Mailbox Style: A [] (Suntree standard) or B [] (Stucco/Custom) or other [] attached detail (See Criteria Exhibit G)

Finish floor elevation _____ inches above the crown of the road.

Setbacks: Front _____ Right _____ Left _____ Rear _____

Checklist:

[] 2 Site plans on a survey enclosed

[] 2 Landscape plans enclosed (See Criteria Exhibit B for approved trees and Exhibit A for sample plan.)

[] 2 Drainage plans enclosed

[] 2 House plans enclosed, minimum scale $\frac{1}{4}'' = 1'.0''$, (One set is returned if/when approved)

ELEVATION PLAN REQUIREMENTS

[] Designer name shown on plan

[] All views

[] Windows

[] Roof material

[] Solar Panels: Location _____ Type _____

SITE PLAN REQUIREMENTS

[] Set backs

[] DRAINAGE PLAN-Show flow of surface waters

[] Floor slab elevation-18" (24" in Oak Park Phase III and St Andrews Isles)

[] Outside AC/heating unit location with type of screening

[] Screened location for trash containers

[] Proposed fences

[] Garage door specifications (fiberglass doors are not acceptable.) Must have automatic opener

[] Driveway material: _____

[] Swimming pool specifications to be separate request and form

[] Mailbox

LANDSCAPE PLAN REQUIREMENTS

[] Budget \$ _____ (excluding sod and sprinkler system)

[] Plan showing plant type, gallon size, location; specific type and height from tree list

[] Follow minimums of subdivision for trees and height requirements.

[] Floritam sod. Any other sod needs special approval. Lake properties have to have sod to water's edge.

[] Irrigation system from well. Exterior Pumps must be screen from view. Pumping for irrigation from SMHA lakes is allowed as a courtesy, but installed and maintained at homeowner's expense.

[] Types of privacy screening: Hedge, plants, earth berms (permitted to the extent that drainage is not affected and views are not inordinately disturbed.), walls as extension of residence design, fences: (See Exhibit F. See ARC Section 6.8.12. Must be painted within 60 days of installation), transformers, meters, and other utility service equipment placed on residential lots can be screened as shown on Exhibit C.

[] Landscape lighting to have no visible light source. Low-level decorative lights are acceptable.

[] GENERAL REQUIREMENTS

- . Existing trees and desirable vegetation outside the building envelope will be protected and preserved.
- . Air conditioning, pool pump, and all outside appliances or accessories will be located on the plan. The plan will show these properly concealed with painted fencing or shrubs.
- . Trash receptacle and porta-potty must be placed on each construction site. Site to be kept clean at all times. Builders and contractors must control all types of trash and debris on all construction sites. Failure to comply may result in imposition of fines and penalties.
- . No lot to be used for dumping debris.
- . No signs on lot except one builders sign no larger than 24" x 24".
- . All future exterior changes must be requested in writing and must be approved by the ARC before construction begins.
- . ARC Chairman will sign the SMHA permit, which must be posted with the County permit.

Builder's Signature

Date

Mark Fee (s) enclosed:

Single Family Dwelling

Multi Family Zero Lot Line Dwelling

[] \$30.00 Application fee

Application must be received 5 business days prior to ARC meeting.

Pool construction and simple modifications to existing homes have different forms and are to be submitted separately.

Internal use only

Lot _____ Block _____ Subdivision _____ Bldr _____ Owner _____

Date application received _____

Inspection request date _____