

Country Creek Estates HOA Inc.

Architectural Review Board (ARB) Application

Mail Application to: ASC Property Services Inc. PO Box 196025, Winter Springs, FL 32719-6025

Phone: (407) 636-6060 Email: HOAFlorida@aol.com

Applications including paint colors can only be received by color email or us mail.

Name: _____ Email: _____

Property Address: _____

Mailing Address: _____ City _____ State _____ Zip _____

Phone(s): Home _____ Work _____ Fax _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request your consent to make the following changes, alterations, renovations and/or additions to my property:

☐ Fence ☐ Screen Enclosure ☐ Lawn Ornament ☐ Patio
☐ Swimming Pool ☐ Landscaping ☐ Lawn Replacement ☐ Other _____
☐ Exterior Color - Body _____ Trim _____ Door _____

Description: _____

Attach a property survey that shows the locations of the proposed change, alteration, renovation or addition. Attach color samples, if applicable (painting), Attach drawings of proposed plan.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If not, then you must reapply for ARB approval.
2. All work will be completed expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents. Work hours 8am to 5pm, no work noise on Sundays.
4. I assume all liability and will be responsible for any and all damages to other lots and/or common areas, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt, ASC Property Services Inc, will forward the ARB application to the Association. A decision by the Association may take up to 45 days. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

Do Not Write Below This Line

This Application is hereby: ☐ Approved ☐ Disapproved

Date: _____ Signature: _____

Comments:

Date Received from Owner: _____ Forwarded to Assn: _____ Mailed to Owner: _____

Country Creek Estates HOA

ARB Application Guidelines

Before doing any outside project or improvement to your home please read the following:

ROOFING: Complete an ARB application with the approved roofing color as GAF Timberline "Driftwood", type of shingle and manufacturer name. Driftwood is the only approved roofing color for Country Creek Estates.

FENCING: Complete an ARB application with type of fencing, height (no more than 6'), number of gates, and gate size. Submit a copy of your property survey (received when home was purchased) showing where the fence will be located on the property. Approval will not be given without a copy of the property survey. Fence must be Tan or wood color, no white permitted. Fencing not permitted on the sides of the home, must be backyard only. (connect to back corners of the home) Fencing on pond areas must be 4' in height as to not block the view of adjacent homes.

EXTERIOR PAINT: Complete an ARB application with color scheme listed. Color schemes can be found at ASCFlorida.com. Or, schemes can be viewed at Sherwin-Williams.com. Go to "color" then "HOA Color Archive" enter city, state, and community name. Individual colors cannot be substituted from different schemes.

TREE REMOVAL: Complete an ARB application with description of what tree to be removed, reason why and location of the tree. Please provide what kind of tree will replace the one removed.

LANDSCAPE CHANGES: Complete an ARB application with diagram of design for new landscaping, include types of foliage, landscape border, mulch or stones.

SCREEN ENCLOSURE/PATIO: Complete an ARB application with description of project. Include a property survey (received when the home was purchased) showing the location of the patio/enclosure with dimensions, roofing type, concrete pavers etc. Example photos and contractor information would be very helpful for a quick approval.

WINDOWS/SLIDERS: Complete an ARB application listing the windows to be replaced. Include specifications of the new windows from the window company. Provide information on the style of window, will the windows look the same as the current windows? Will they have tint?

POOL: Complete an ARB application describing the specifications of the pool. Provide all information from the pool company. Submit a property survey showing the location of the pool, concrete deck, and screen enclosure.

Applications should be sent to HOAFlorida@aol.com or mailed to: Forest Trails HOA, P O Box 196025 Winter Springs, FL 32719.

Notification will be sent to owner upon approval/disapproval.

Please direct questions to ASC Property Services Inc. 407-366-6060 or HOAFlorida@aol.com