

Architectural Request Form

- This is a request form to be completed by the homeowner only and submitted to the Architectural Review Committee or Board (ARC or ARB) before any work commences on the subject property.
- A separate form must be completed for each project.
- Please allow up to 30* days from the time we received your complete submission for the results of the review. *Some communities allow more or less time, see your Association's Documents for further details.

Request Requirements

- **Attach a copy of your plot plan or survey showing where the additions 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 and submitted by the owner of the subject property.**

Request Information

Date of Submission May 13th 2025

Name of Your Community Lake Sylvan Cove

Property Owner Name Derek Morris

Property Owner Email dwmorris71@yahoo.com Phone 949-278-8673

Property Address 699 Charrice Place / Sanford, Florida 32771

(Subject Property)

Mailing Address same

(If Different from Subject Property)

Requested Change

Select ONE ONLY

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

Description of Changes/Additions

This ARC is for an addition off the back of my house and will be block and stucco just like my house. The roof will be expanded with matching shingles. This is for a media room only and will NOT have any plumbing or closets, but we will have windows and French doors leading out to the new pool that is attached to this ARC as well. The addition will be designed to look as its always been part of the house. It will be painted the same color as the existing exterior and trim. It will be 30' X 17' and run along the back of the house. Due to the angle of my neighbors living in my cul-de-sac it will not obstruct any of their views of our exterior Brick Wall.

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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).

All Approvals are Subject to the Following Conditions

- Property owners 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 easement nor may they adversely affect any design or approved drainage flow on this or any other lot. Property owner must accept liability for encroachment 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 homeowner's 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 upload this completed form and attachments to your Association's Homeowner Portal at portal.greatcommunities.com or mail or drop form off to Specialty Management Company, 1000 Pine Hollow Point, Altamonte Springs, FL 32714.

Property Owner Signature

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

Homeowner's Signature Derek Morris Date May 13, 2025

This Section to be Completed by Architectural Review Committee

Review Notes

- ☐ Approved as Submitted
- ☐ Approved with Changes
- ☐ Denied

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Agent for ARC Name _____ Signature _____ Date _____