

WICKHAM FOREST HOA

Architectural Review Committee (ARC) Application

This application consists of two (3) pages and ALL HIGHLIGHTED INSTRUCTIONS MUST BE FOLLOWED

(PLEASE PRINT)

OWNER'S NAME _____ PHONE: (____) _____

ADDRESS: _____ EMAIL: _____

All residential property owners within the community are required to submit plans and obtain prior ARC approval for all exterior architectural construction, additions, modifications, including repainting. Meetings are held monthly, see WF Newsletter or Website for date, time, and place.

Review and approval of plans and specifications submitted hereunder is made based on aesthetic considerations only and the ARC shall not bear any responsibility or liability for ensuring the structural integrity or soundness of approved construction or modifications, nor for ensuring compliance with building codes or other governmental requirements.

The ARC and its members shall not be held liable for any injury, damage or loss arising out of the manner or quality of approved construction or modifications. The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations, or additions described herein comply with all applicable laws, rules, regulations, codes and ordinances, including without limitation, zoning ordinances, subdivision regulations and building codes.

The undersigned owner seeks approval from the Architectural and Landscape Review Committee for the following project. **Please complete the CURRENT HOUSE COLORS section below, sign and date page one (1) and fully complete section "A" and the appropriate section(s) on page two (2). All applications must include a good color photo of the front of the house. PAY CLOSE ATTENTION TO HIGHLIGHTED REQUIREMENTS!** Incomplete applications may be returned un-reviewed and may have to wait until the next month's meeting for review.

OWNER'S SIGNATURE (REQUIRED): _____ **DATE:** _____

<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> APPROVED WITH CONDITIONS: Date rcvd by ARC _____ Authorized signature for the ARC _____ Date of Approval _____

Purpose of application: **(REQUIRED)**(PLEASE PRINT) provide a brief narrative of request.

CURRENT HOUSE COLORS: (REQUIRED)

Main _____
 Trim _____
 Front Door _____
 Garage Door _____
 Roof _____

(MUST INCLUDE COLOR PHOTOS OF THE FULL FRONT OF THE HOUSE FOR ALL PROJECTS)

A. PAINTING: All exterior painting must have prior approval from the ARC before painting begins. Please consider the following BEFORE making your color choice. 1. Refer to color selection book (pick up from ARC Chairperson), for general guidance on acceptable hues regarding darkness, brightness, etc., as well as harmonization with the overall WF community. 2. Your roof color. 3. Your neighbor's exterior colors, same color as neighbor on either side is not acceptable per the guidelines.

Name of Paint Manufacturer _____ Trim (Roof, fascia, gutters and soffit is also trim)
_____ Main House: _____ Garage
Doors _____ Front Door _____ Same color as before? Yes ___ No ___

(ALL PAINTING APPLICATIONS MUST INCLUDE ACTUAL COLOR SWATCHES ATTACHED; PHOTOS NOT ALLOWED)

B. ROOF Type of roofing material _____ Color _____

Roofing Manufacturer _____ Same color? Yes ___ No ___

C. GARAGE DOOR Material _____ Style _____ Color _____

D. WINDOW/DOOR REPLACEMENT Color _____ With Grids ___ Without Grids ___

ATTACHMENTS REQUIRED for Paint, Roof, Garage, windows, and doors

- Manufacturer's brochure/illustration**
- Color & Number of paint/shingle/windows/doors to be replaced**
- Paint & shingle must include physical manufacturer's color chips or samples**
- Photo of home or where changes will be made**

MODIFICATIONS/ALTERATIONS OF EXISTING STRUCTURE OR PLACEMENT OF ANY OTHER STRUCTURE/FENCE/WALKWAY AROUND THE PROPERTY REQUIRES IT BE DRAWN ON A SURVEY. All proposed children's playhouses, screen, pavers, stain or slab additions and fences must include picture and location drawn on survey.

E. POOL _____

Pool Enclosure: ___ Bronze ___ Brown ___ White ___ Other ___

F. DRIVEWAY _____ **WALKWAY TO FRONT PORCH** _____ **FRONT PORCH** _____

Paver/Tile Color _____ Paver/Tile style _____ Paver/Tile Manufacturer _____

Concrete _____ Concrete Stain Color & Manufacturer _____

G. FENCING Color _____ Material _____ Style _____

H. PLAY EQUIPMENT _____

I. LANDSCAPING _____

ATTACHMENTS REQUIRED for pool, enclosures, driveway, walkway, porch, fence, play equipment and landscaping

- Manufacturer's brochure showing design and color**
- Property survey including placement of changes, placement of drive/walkways/fencing/equipment/landscaping/pool**
- (MUST INCLUDE FULL DESCRIPTION, COLOR PICTURES OF PROJECT)**

J. OTHER _____

- Manufacturer's brochure showing design and color**
- SURVEY INDICATING EXTENT OF IMPROVEMENTS**

Submit to: arc-wf@googlegroups.com (include property address in subject line) or mail to WFHOA, PO Box 410621, Melbourne, FL 32941 or hand deliver to any HOA or ARC member.

WICKHAM FOREST APPLICATION CHECK LIST

MODIFICATIONS / ALTERATIONS EXISTING STRUCTURE:

PAINT/ROOF/GARAGE/WINDOW/DOOR REPLACEMENT:

- Manufacturer's brochure/illustration, type of shingles/windows/garage/door
- Color & Number of paint/shingle/windows/doors to be replaced
- Paint & shingle must include physical manufacturer's color chips or samples
- Photo of front of home or where changes will be made

DRIVE/WALKWAYS/FENCING/PLAY EQUIPMENT/POOL/LANDSCAPING

- Manufacturer's brochure showing design, color
- Property survey including placement of changes, placement of drive/walkways/fencing/equipment/landscaping/pool
- Photo of home

LANDSCAPING

- Drawing on survey showing placement of shrubs, trees and plants. Removal of trees and shrubs to be shown on survey along with a photo. (Tree stumps are required to be removed or ground down.)
- Photo of Home

OTHER:

- Brochure or specific details showing project
- Property survey plan if necessary
- Photo of home

***** On any project you can email us to discuss any questions you might have:**