

The Sanctuary on Spruce Creek Homeowners Association

c/o Tout Management, LLC, 1326 S. Ridgewood Avenue, Suite 14, Daytona Beach, FL 32114

support@toutmgmt.com Phone: 386-767-5575 www.toutmgmt.com

ARCHITECTURAL REVIEW COMMITTEE APPLICATION

APPLICANT INFORMATION: Applicant must be Homeowner or Lot Owner.

Name _____ Address _____
City, State, Zip _____ Tel # _____ Lot # _____
Email _____ Contractor Name: _____

HOUSE PAINTING: Colors must be selected from [or matched to] the ARC Color Palette available at the offices of Tout Management LLC. (If palette matching, also attach the manufacturer's color card)

Manufacturer _____

HOA Color Palette: _____ Color Page No. _____ Color Code No. _____ Color Name _____

House Body _____

Trim _____

*Garage Door _____

*Soffit/Fascia/Drip Edge _____

***Must be house body color, trim color or white**

Front Door (Not limited to color palette. List manufacturer, color name & number. Attach color sample card.)

DRIVEWAY/SIDEWALK PAINTING and/or SEALING color must be Sherwin Williams "HOA Concrete" available at the Reed Canal Sherwin Williams Store.

LANDSCAPING, CURBING, TREE REMOVAL; Submit lot survey/site plan, design plans/renditions, including type of new plantings, plants/trees being removed, type of mulch, hardscape material and color, fire pit, exterior lighting, underground fencing, etc. Use a separate sheet of paper if necessary

Project Description: _____

FENCE (lot survey/site plan and construction plan with details required)*

Fence Type & Height _____ Fence Material _____ Fence Color _____

(Fences must be 4 to 6 foot in height depending on location; natural wood or white PVC)

Project Description: _____

***If enclosing a vegetation easement, City of Port Orange Permit must be attached to this application along with a landscaping plan.** It is noted the City requires the vegetation be left undisturbed except for minor under brushing and pruning as the City may approve.

ROOFING (asphalt roof shingles must be architectural in profile)

Manufacturer _____ Color _____

Approved Manufacturers and Colors (shingle sample required)

GAF Timberline HD; color "Slate"

Tamko; color "Oxford Gray"

Owens Corning; color "Estate Gray"

CertainTeed Landmark, color "Georgetown Gray"

NOTE: Roof Drip Edge Color must be white, house body color or trim color

WINDOW, EXTERIOR DOOR, GARAGE DOOR REPLACEMENT & STORM SHUTTERS

(Lot survey/site plan and construction plan with details required)

Material _____ Color _____

Project Description: _____

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DRIVEWAY, WALKWAY, PATIO, DECK (Paver stones or poured concrete)

(Lot survey/site plan and construction plan with details and material samples required)

Material _____ Color _____

Project Description: _____

WHOLE HOUSE GENERATORS & SOLAR PANELS

(Lot survey/site plan and construction plan with details required)

Material _____

Project Description: _____

POOL (Construction plan and lot survey/site plan showing placement of house/pool/enclosure required.)

POOL ENCLOSURE (Construction plan and lot survey/site plan showing placement of house/pool/enclosure required.)

Frame/Material _____ Color _____ Screen Material Color _____

Project Description: _____

MISCELLANEOUS: For any other item not categorized above.

(Lot survey/site plan and construction plan with details required)

Project Description: _____

BACKYARD STORAGE SHED (Lot survey/site plan and construction plan with details required)

Following is the **CRITERIA FOR BACKYARD SHEDS:**

SIZE: Footprint of shed should not exceed 8'x12'.

HEIGHT: Cannot be higher than 8' from ground to roof peak and cannot extend more than 2' above a 6' fence.

ROOF MATERIAL: Must be architectural shingles and match the color of the house roof or one of the ARC approved roof colors.

SHED MATERIAL: Side walls must be plywood, T1-11 composite wood siding or LP SmartSide engineered wood siding painted the same color as the house. (No plastic or aluminum material).

LOCATION OF SHED: must be in rear yard and enclosed within a 6' wood or PVC fence. Sheds are NOT allowed in the side yard or front yard of any house. Sheds are NOT allowed on any lake lots. Sheds shall NOT encroach on any easement.

GOVERNMENTAL REQUIREMENTS: City of Port Orange permit must be obtained for any shed. All shed installations must meet City of Port Orange building codes (which includes state and national hurricane standards).

Project Description: _____

NOTE: Applicant must advise Tout Management, LLC within 30 days of the completion of the shed for re-inspection by the Architectural Review Committee.

Applicant Signature

Date

NO WORK TO COMMENCE PRIOR TO ARC APPROVAL

FOR OFFICIAL USE

[] Approved _____ [] NOT Approved _____ [] Approved subject to obtaining all required permits _____

[] Approved subject to the following: _____

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INTRODUCTION

IMPORTANT: *The Architectural Review Committee (ARC) requires that all new construction, and or any exterior changes and additions be in compliance with “The Sanctuary On Spruce Creek Covenants and Restrictions.” Please read them carefully before submitting an application. **Applicants must obtain ARC approval prior to commencement** as well as obtaining any and all necessary permits required by the appropriate municipality. Lot owner and homeowner is responsible for the cost of repairing any damage to adjoining properties as a result of construction and/or alterations approved herein. A refundable construction project deposit of \$500 may be required.*

Also, homeowners and lot owners are prohibited from granting contractors permission for use of Association’s common property for ingress or egress to homeowner’s or lot owner’s property. Violators will be fined and will incur the cost of repair for damaged common property without exception.