

SOUTHPORT HOMEOWNERS ASSOCIATION, INC.
8740 Wichita Place
Orlando, Fl. 32827
Tel: 407-251-0544 Fax: 407-251-1771
Southportpropertymanager@gmail.com

ARCHITECTURAL REVIEW APPLICATION

Mailing Address

Property Description

Name: _____

Neighborhood: _____

Address: _____

Owner's Name: _____

Phone: _____ Cell: _____

Signature: _____

Property Address: _____

NOTE: The following items need to be submitted in addition to this form:

1. Plot Plan/Survey showing location of modification. (Please highlight area)
2. Pamphlet, drawing, picture, color samples, etc.
3. Roof Applications: You must attach an example of your ORIGINAL roof shingle and a Sample Color from the Company of your choice.

*Once the application is approved, your project work must be completed within 90 days or a new application must be submitted. If you are doing the project on your own, remember to request the necessary permits from the City.

**Applications are Reviewed, Approved or Denied on the 2nd Monday of every month.

Contractor: _____

Architect: _____

Telephone: _____

Telephone: _____

PURPOSE OF APPLICATION - CHECK APPROPRIATE ITEMS

_____ Change Exterior Color from _____ To _____
_____ Screen Enclosure _____ Fence Plan _____ Landscaping Plan _____ Shed _____ Window _____ Door
_____ Other _____

NOTICE

These Plans have been reviewed for the limited purpose of determining the aesthetic compatibility of design plans with the community generally, in the opinion of the undersigned. These plans are reviewed on that limited basis. No review has been made with respect to the function ability, safety, compliance governmental regulations, or otherwise and no reliance on this approval should be made by any party respect to any such matters. The undersigned expressly disclaims liability of any kind with respect to the plans, the review hereof, or any structures built pursuant hereto, including but not limited to, liability negligence or breach of express or implied warranty.

COMMENTS BY REVIEW COMMITTEE

APPROVED: _____ / ____ / ____
SIGNATURE DATE

DISAPPROVED: _____ / ____ / ____
SIGNATURE DATE

DATE RECEIVED IN OUR OFFICE: _____ DATE RETURNED TO HOMEOWNER: _____

PLEASE READ ADDITIONAL INFORMATION ON BACK OF THIS PAGE

ARCHITECTURAL REVIEW BOARD

FREQUENTLY ASKED QUESTIONS

FOR ALL OTHER QUESTIONS OR FOR MORE INFORMATION SEE YOUR HOMEOWNER DOCUMENTS (CC&R'S) AND ARB DESIGNS REVIEW MANUAL

WHAT DO I NEED ARB APPROVAL FOR?

- Any new construction, improvements, or changes to the exterior of your house or property
- Installation of fences
- Installation of new windows
- Landscaping plans
- Any exterior painting
- Putting tile, pavers or concrete on the front porch
- Swimming pools, including in-ground and above-ground
- Painting front porch or driveway, NOTE: Office has chart of pre-approved colors

WHAT SHOULD I INCLUDE WITH MY ARB APPLICATION?

- A completed ARB application form
- A plot map of your property (Survey Copy)
- A sample, picture or pamphlet of materials being used, such as picture of fence or windows
- Complete materials list
- Architectural drawings of additions such as porch enclosures, room additions
- Contractor name and telephone number, if applicable

WHEN DO I NOT NEED AN ARB APPROVAL FOR?

- Trimming and maintenance of trees
- Installation of underground, automatic irrigation systems
- Any interior home improvements or changes

WHAT DOES THE HOA NOT ALLOW IN OUR COMMUNITY?

- Any detached structures including tents, canopies, dog kennels, and chicken coops
- Storage of commercial vehicles, boats, campers, or trailers on homeowner's property
- Tiling of driveways
- Extension or widening of driveways
- Plants or vines that grow and cling to the walls of the house
- Lawn ornaments placed outside of planting beds, they cannot be placed in lawn areas
- Window / wall air conditioner units

NOTE: IF APPLICABLE, A BUILDING PERMIT MUST BE OBTAINED FROM THE CITY OF ORLANDO AFTER OBTAINING APPROVAL FROM THE HOA