



**ARCHITECTURAL REVIEW BOARD (ARB)
ARCHITECTURAL, LANDSCAPE & MODIFICATION
APPLICATION FOR ONE (1) PROPOSED CHANGE**

Received by Mgmt. Co. _____
Date _____ By _____

Name of Applicant Street address of proposed change Lot No.

Applicant's telephone number Applicant's email address

Address of Summerfield resident making the change (if different from proposed change address)

Street address City State Zip Code

Planned Change

(Note: Only one change per application is permitted)

Description of Change: _____

Who is doing the work Contractor Owner

Name of Contractor: _____

Expected Start Date: _____ Expected Completion Date: _____

The undersigned acknowledges that they have read, understand, and accept the Conditions of Approval and Responsibilities of the Applicant provisions listed herein. They also understand that **NO** work is to commence until an approval by the ARB has been received.

Print Owner Name Signature Date

ARB Review Determination

Approved **Not Approved** **Approved with Conditions** **Re-Submittal Needed**

Notes _____

ARB Chairperson: _____ Date: _____

SEE REVERSE SIDE FOR INSTRUCTIONS

Application Requirements

1. The application must be received no later than the first Tuesday of the month to be considered during the monthly ARB meeting which is held on the second Tuesday of the month.
2. Any alteration to the original application submittal must be submitted for ARB review before proceeding with the project.
3. The applicant must include all contractor applicable licenses and certificates for the type of work/change being performed.
4. The applicant must acquire from the contractor and submit with the application, a Certificate of Liability Insurance with the Summerfield Community Association and address listed as the certificate holder and must remain in effect during the time of work.
5. The application request must comply with our Protective Covenants, Rules and Regulations, and Community-wide Standards. By submitting this application, applicant agrees to comply with all Covenants, Rules, Regulations and Community Standards.
6. The original (NOT A COPY) application must be submitted for ARB review.
7. The approved application will expire 180 calendar days after the approval date.

The ARB will not consider the application until all required information is received.

Conditions of Approval and Responsibilities of Applicant

Clearly show the modifications on a **site plan** which indicates applicable setbacks and dimensions from property line to proposed project. In addition, submissions must include either actual samples of materials, or pictures of sample materials, when appropriate and any additional information necessary for the ARB to make an informed decision.

1. Modifications must meet all **zoning, building codes, and laws of Martin County**. The Applicant agrees to obtain any permits that may be required by any, and all, government agencies for this modification.
2. If access to the work site must be between houses, then access must be without trespassing on adjacent property unless granted by written consent from the adjacent property owner.
3. Applicant has the responsibility for removal, in a timely manner, of all debris resulting from this planned change.
4. Where excavating the Applicant's land is a requirement or is anticipated by the description of change on this application, the Applicant will comply with Florida State law to prevent damage to underground utilities: Prior to any digging, the contractor responsible to dig or the property owner must notify Sunshine 811 and arrange for the locating of underground utilities and other such buried items/services.
5. Work hours for all changes are limited to 8 AM to 5 PM Monday thru Saturday. No work during holidays is permitted.

The Following are additional requirements for Landscaping, Painting, Pools, or Roofing

Link to ARB Regulations: <https://www.summerfieldstuart.com/wp-content/uploads/2019/03/2019-ARB-BOD-Regulations-Recorded.pdf>

Landscaping

1. Approval by the ARB is required for tree removal, planting of new trees and significant modifications to planting beds. Proposals for landscape projects must include pictures and common or botanical names of the type of plantings to be installed or removed, and information related to the location, size, number, and nature of the proposed plantings. Refer to the prohibited plant list in the Architectural and Landscaping Regulations.

Exterior Painting

1. There are three approved color palettes within the Community for exterior house painting. Two palettes pertain to the main Community, one applicable to single family homes and the other to duplexes. Both palettes contain numerous color schemes from which the applicant can choose. The third palette applies exclusively to Summerfield Point. The three palettes are contained in books kept in the management office and are available for review by applicants. Applicants should select colors for their residence from the appropriate palette and indicate the color names on Exhibit No. 1 to be attached herewith.
2. When an applicant proposes a color or colors not contained in the standard color palettes, the ARB will judge the application based on how close the proposed colors are to the standard colors. The decision of the ARB will be final in this regard. The applicant must submit color samples for all paints and a diagram (Exhibit No. 1) showing the locations of the colors on the house exterior.
3. Driveway painting must not encroach onto the community owned sidewalks. Sidewalk painting is prohibited.

Pools & Excavating

1. Before excavation work commences, the Applicant/Contractor must cut and cap all sprinkler/irrigation lines in the work area.

Roofing

1. Applications for re-roofing the main house/garage will require a sample of the proposed roofing tile or a picture of the tile with the manufacturer's cut sheets/technical specifications sufficient to evaluate the tile material and col

