

ROSE BAY HOME OWNERS ASSOCIATION, INC.

REQUEST FOR HOME IMPROVEMENT APPROVAL

Homeowners Name: _____ Homeowners Phone: _____ Number: _____

Address: _____ **DAYS TO COMPLETE: Circle**
Email: _____ @ _____ **<30 <60**

Completion DATE: _____ (inspection will occur within 7 days of this date)

PAINTING

(1) See www.RoseBayHOA.com for Rose Bay official color palette. If you are painting your house with new colors, you must choose from the new color palette. (2) Color palette based on Sherwin Williams paint. If you use another manufacturer's paint, list their color and the Sherwin William color you are matching. (3) A sample of color and trim must be supplied with your ARB request, and both must be painted on the side of the house. No exceptions.

Exterior Body & Garage Door: _____

Trim: _____

Front Door: _____

FENCES

Fence Type: _____ Fence Height: _____

Indicate: Circle one **FRONT** or **BACK** ...yard

Installed By: _____ Insurance Name _____ Policy # _____

(Installer other than yourself must be insured).

LANDSCAPING:

Please describe landscaping changes you wish to implement. Use back of this form if more room is needed.

OTHER IMPROVEMENTS NOT LISTED:

List Type: _____

Roof:

Contractor:

Shingle Style:

Shingle Color:

Note: ARB Change Procedures • Orange County requires permitting for improvements, be sure to pull a permit if necessary prior to submitting your project for approval. • **Draw a sketch on the back of this form for ALL Requests, i.e.** of how a fence, landscaping or other exterior change will be placed on your property. Remember to respect property lines and easements. Always refer to your property survey to verify property lines and easements intersecting your property. • **NO WORK SHALL BEGIN UNTIL YOU HAVE WRITTEN APPROVAL FROM THE BOD** • Approved requests must be completed within 60 days unless additional time is identified in the ARB request and approval. • Outside sheds, window air-conditioners, clotheslines and home/lanai extensions are **NOT ALLOWED, No Exceptions.** • Some changes may require inspection by Orange County code enforcement such as pools, spas and lanai/ pool enclosures. • **If signed approval is not obtained for ANY exterior change or modification, HOA Board may ask you to remove it. A lien or other legal action may be used to enforce HOA rules and regulations as allowed by Florida Statutes • A request could take up to 30 days to be approved.** Emergency request for exterior damage from weather will be given priority. • Mail this request to the Rose Bay HOA 1800 PEMBROOK DRIVE STE. 300 Orlando, FL 32810. For questions, contact the CAM at (321) 236-2317. CAM will contact you. **Email Form to CAM at PropManager@RoseBayHOA.com.**

Date request received by CAM: _____ Approved by BOD/ARB Chair **YES NO**

BOD/ARB Chair Approved Start Date: _____ Request # this month: _____

Disapproval Date: _____ Reason: _____

By signing this completion section homeowner certifies that work has been completed in accordance with the Rose Bay rules and regulations and Orange County Building Code.

Homeowners Signature: X _____ Date: _____

Completed Work inspected by NAME - BOD/ARB Chair: _____ Date: _____

***Only WHITE drip edge allowed OR HOA approved painting request needed.**