

ROSE BAY HOME OWNERS ASSOCIATION, INC.
REQUEST FOR HOME IMPROVEMENT APPROVAL

Homeowners Name: _____ Homeowners Phone Number _____
Address: _____
Homeowners Signature: _____ Date: _____
(By signing this document, you agree to abide by the ARB decisions/requirements and the Rose Bay HOA Covenants, Conditions, and Restrictions (CC&Rs))

PAINTING:

Paint Manufacturer: _____ Paint Contractor: _____
Exterior /Garage Door Color: _____ Trim Color: _____ Front Door Color: _____
(A sample of color and trim must be supplied with request; in addition, both must be painted on the side of the house)

ROOFING:

Manufacturer: _____ Contractor: _____
Style: _____ Color: _____
(List info for shingle/solar panel. For new roof only white drip edge allowed or HOA Board of Directors approval needed)

FENCES:

Fence: Type (Circle One): **Wood** (Stockade or Board on Board) or **Vinyl** (White or Beige Only) – Only 6 Foot High Fences are allowed.
Installed By: _____

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

ARB Change Procedures

- Orange County requires a permit to install fences and other exterior improvements to your property
- Draw a sketch of how fence, landscaping or other exterior change will be placed on your property. Remember to respect property lines and easements. Please refer to your property survey to verify property lines and easements intersecting your property.
- **Non-homeowner installer must be insured, and a copy of insurance provided with ARB application**
- Work **SHALL NOT** begin until you have written approval from the ARB.
- 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 can take up to 30 days to be approved. Emergency request for exterior damage from weather will be given priority.
- Email this request to our CAM Karina at karina@camacrealty.com. ARB Committee will contact you.

Date received by CAM: _____ Is more than 60 days needed to complete the project Y or N. _____ No. of days _____
ARB Approved Date: _____ Disapproval Date: _____
ARB Signatures: _____
ARB COMMENTS: _____

Work Completed On _____ Permit Number: _____ Request No.: _____
Filled in by Homeowner Filled in by CAM

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

Homeowners Signature: _____ Date: _____

Please email karina@camacrealty.com within 7 days after completion of work.

Received by CAM on: _____ Inspected By: _____ Date: _____
Board Member or ARB