The Forest Club HOA Lake Mary, FL

Architectural Review Committee Information and Forms

ARC Section 7: Projects Requiring Approval

ARC Section 8: Projects NOT Requiring Approval

Form A: Required for all projects that need approval

Please follow the instructions on this form.

Form B: Paint Projects only. Needs 1 page with 1 set of paint samples.

City of Lake Mary Building Permit Application: Attached are the forms that Lake Mary requires for obtaining permits.

If you have any questions, please contact the following: Sue Chapman, (407) 322-5214; or Flo Carrigan, (407) 924-5615

The ARC meets on the 1st and 3rd Thursday of each month unless otherwise posted.

All requests are due by Tuesday at 12:00 P.M. the week of the ARC meeting. Applications can be turned into the office or submitted by email to theforestclublakemary@gmail.com.

The Forest Club, Inc. Architectural Review Request Request Form A



Name				Date	
				Submitted	
Address				Phone	
Type of					
Type of Project					
Who is doing work?	g the	Resident	Contractor	City Permit	
work?				#	

Please attach a detailed description of the work to be done, including a sketch with dimensions if applicable. Upon completion of this form, return copy to the Office for review by the A.R.C.

Note: A building permit from the City of Lake Mary will be required if the request is for the purpose of alteration, major repair, or enlargement of your home. This includes such projects as enclosing a porch, adding a carport, or erecting a fence. In conjunction with obtaining A.R.C. project approval, contact Lake Mary City Building Department at (407) 585-1361 to determine if city permit is required. For permit questions email permitinfo@lakemaryfl.com.

Final approval will not be given by the A.R.C. on projects requiring a city permit until they have received confirmation of city approval.

No work may be started prior to approval; and approval is only for the project described.

Resident Signature:

NO EXTERIOR WORK/PROJECT MAY COMMENCE PRIOR TO 7:00 A.M. DAILY AND MUST CEASE BY 7:00 P.M.

1						
Approved	Denied	(Form C)	Tabled	(Form D)	Not	(Form E)
					Applicable	
			1			
☐ Appr	oved only upon 1	receipt of City of La	ke Mary Po	ermit.		
Subm	nit conv of nermi	t to the Forest Club,	Inc. office	e The office can m	ake a copy of	the original for
	in copy of perior	t to the rolest Club,	me., ome	c. The office can in	take a copy of	the original for
you.						
A.R.C. Memb	er Signatures: (1)			(2)		
(3)		(4)				
(5)		Date:				
				15~~~~~~		

Date:

- 1. A request Form B must be filled out and submitted for all exterior painting.
- 2. If a proposal is denied, the applicant may resubmit the request with new or additional information.
- 3. Final appeal may be made to the Board of Directors.
- 4. Appropriate permits required by the City of Lake Mary are the responsibility of the applicant.
- 5. Inspections by the Architectural Review Committee do not take the place of any inspection required by the City of Lake Mary.
- 6. It is noted that when a contractor performs work, the contractor will remove all trash from the Forest.
- 7. Majority vote of the Architectural Review Committee is required on all projects submitted.

The Forest Club, Inc. Architectural Review Request Request Form B

Instructions:

- 1. This form must accompany each request for all exterior painting.
- 2. Kindly affix the paint swatches to this form before returning to the office.
- 3. Please submit one (1) copy of the form with a set of paint sample(s) attached to that copy. You may consider using colors from the color selection book available in the office as a guideline.
- **4.** All exterior painting requires approval of the Architectural Review Committee prior to the start of painting.

I (Color (Chin #1	(Rody)			Color Chi	p #2 (Trim)		
Color Chip #1	(Dody)			Color Cili	.p π2 (111111)		
Who is doing the work?	Res	ident	Contractor	Startin Date	_		
the work?	o abide by	the approval	process. If I p	Date	_	oved, I will re	paint within
the work? I hereby agree to	abide by the state of the state	the approval	process. If I p	Date			paint within
the work? I hereby agree to sixty (60) days w	abide by the state of the state	the approval ed colors at	process. If I p	Date vaint using se.	g colors not appr Date: ARC Response		paint within
the work? I hereby agree to sixty (60) days were desident signature.	abide by to abide by to abide by to approve	the approval ed colors at	process. If I pmy own expen	Date	g colors not appr		paint within
the work? I hereby agree to sixty (60) days were desident signature.	o abide by to abide approver. Denied	the approval ed colors at	process. If I pmy own expen	Date vaint using se.	g colors not appr Date: ARC Response		paint within
the work? I hereby agree to sixty (60) days we resident signature Approved A.R.C. Member Si	p abide by the proviet approver be being b	the approval ed colors at a (Form C)	process. If I pmy own expen	Date vaint using se.	g colors not appr Date: ARC Response		