

To avoid delay in presenting your application / request to the ARC committee for review:

- \* Your request must have attached a survey and/or drawing of the proposed changes, a brochure of the blinds, solar panels or other item - anything that will help the committee to see clearly what your proposed change will be.
- \* If you live in a sub-association within Suntree, your request must first be reviewed and signed by that association's president and ARC chairman, then submitted to Suntree Master Homeowners Assoc. ARC for approval.
- \* Docks must have final approval by the SMHA Board of Directors (the ARC chairman is a member of the Board of Directors and will take your request to the board meeting).
- \* A change of color requires an ARC request form plus a color chip of the new color. A ARC request and paint chip is also necessary for painting the same color, no application fee is required.
- \* The ARC meetings are generally held the second and fourth Wednesday of each month. Please submit your request no later than 5 days prior to the meeting so that it can be included on the agenda.
- \* Please submit an application fee of \$30.00 (Check Only or Pay on line) for all Modifications (excluding painting – same color and roof same color, same style).
- The following items do not require submittal: (1) Gutters / Down spouts (2) Flowers (3) Foliage / Bushes (4) Planting of new trees (5) exterior lighting (carriage, security, landscaping lights) (6) Lawn furniture / lawn ornaments (7) Basketball goals (non-permanent) (8) Curbing (bordering materials generally use in landscaping) (9) Tiling (existing screened porch, patio or covered entranceways) (10) Direct replacement or repair of damaged items with same materials (11) Non reflective solar film on the interior of windows.

Revised 12/7/2020