CENTRAL VIERA
COMMUNITY ASSOCIATION, INC.

ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATION FORM

Applications are typically reviewed on the first Wednesday of each month and must be submitted by 5:00PM the Friday before.
Please see the reverse side (page 2) for instructions and more information.

Date: _____

Homeowner's Name: _____

Property Address: _____ Zip Code: _____

Mailing Address if Different: _____

Email: _____ Phone: _____

HOA (Loren Cove, Summer Lakes, Sierra Cove, Stonecrest, etc.): _____

Approval is hereby requested to make the following modification, alteration or addition to my home or lot. I understand that ARC applications are reviewed once a month and the 30-day review period does not commence until all documentation to complete my application is received by the ARC. I also acknowledge that work **will not** commence on this improvement until notification of approval has been received from the ARC. This approval is only good for one (1) year from date of approval.

Modification Description:

Signed: _____

****DO NOT WRITE BELOW THIS LINE****

Date: _____ Approved _____ Denied/Tabled _____

Comments: _____

ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee ("ARC") reviews all requests for modifications to homes and lots following the original lot improvements. The ARC encourages tasteful and aesthetically pleasing architectural design consistent with the existing structures and landscaping with the various Central Viera districts/neighborhoods. The ARC tries to consider the impact of any improvement to the surrounding neighbors and property.

Applications are typically reviewed on the first Wednesday of each month and must be submitted by 5:00PM the Friday before. Applications submitted after this deadline will be reviewed the following month. Applications can be submitted in the following ways:

Email:	**Drop off/Mail:**	**Fax:**
arc@fairwaymgmt.com	Central Viera ARC 1331 Bedford Dr. Ste 103 Melbourne, FL 32940	321-777-4646

Below is a list of required documentation that the homeowner must provide with the completed application form. The list includes the most frequent modifications in order to help homeowners and the ARC ensure that all documentation is included for the review process, however it does not include every modification that requires approval. Please direct any questions or concerns to arc@fairwaymgmt.com or 321-777-7575.

To complete an application, the homeowner must submit:

1. A completed application form.
2. A thorough description of the proposed modification
3. Property survey, drawing, pictures, site plan, etc. as applicable in the list below, depending on the project. (Please note that a contractor estimate or drawing on graph paper is NOT a property survey)

**** Applications that do not include the necessary documentation stated below will be tabled until all information is received, which could delay your approval ****

Fences

- Type and Height of fence (example: 6ft PVC shadowbox, 4ft Long Islander, etc.)
- Property survey with fence location drawn, including setback measurements from front corners of home and property lines

Paint

- MUST DROP OFF OR MAIL IN PHYSICAL PAINT SWATCHES/CHIPS (unless your HOA has a designated paint book/list)
- Body color
- Trim color
- Front Door color

Pools

- Property survey with pool and pump equipment drawn on, including setback measurements
- Contractor drawing and information

Patios/Screen enclosures

- Property survey showing location including setback measurements
- Patio material (concrete/pavers)
- Screen enclosure type and color (if having one installed)

Screening Existing Trussed Patio/Front Entryway

- Contractor drawing of screening
- Color of screen framing (white or bronze)

Roofs

- Manufacturer name of shingles (Owens Corning, GAF, IKO, etc.)
- Color name of shingles

Solar Panels

- Property survey/aerial view of the house with the location and dimensions of panels
- Description of how panels will be attached to roof and color of panels

Hurricane Shutters

- Type and color of shutters (Roll-down, accordion, etc.)
- Location of shutters

Landscaping, Satellite Dishes, Generators, Driveway Extensions, Paver Walkways, Playsets/Trampolines, Flagpoles, ALL OTHER MODIFICATIONS

- Must include property survey showing the location and applicable dimensions and setbacks
- Pictures, drawings, etc. of the addition/modification

Please note: Modifications must also be in compliance with all applicable County building and zoning ordinances. Please be advised that you are responsible for obtaining any required Brevard County permits and insuring that your plans do not violate any applicable County building codes.