

How to submit a request to the ARC

- Any incomplete or outdated forms will be returned to the owner with a copy of the correct form to be completed.
- If you are requesting an exterior painting change, you must submit both forms in their entirety.
- No work can be completed until written approval has been received. If work is completed without approval and your request is denied, you will be required to return the property to its original condition at the owner's expense.
- Fence requests must include a copy of the survey with indications where the fence is to be placed. Please include all measurements and include doors, windows, and joining fences. Fence requests must state the material and finish to be used on the fence. (white PVC, wood stained, etc.)
- Please remember in accordance with our communities documents: **“To further ensure the development of said land as a residential area of highest quality and standard, and in order that all improvements shall present an attractive and pleasing appearance from all sides of view, the Committee reserves the exclusive power and discretion to control and approve all of the buildings, structures, and repairs and/or improvements on each Lot and Multi-Family lands in the manner and to the extent set forth herein. (Article VI, Section 1)**

Request for Exterior Modifications

ARC Committee for Copper Ridge HOA/
CFarc@fsresidential.com

DATE SUBMITTED: _____ DATE RECEIVED BY ARC COMMITTEE: _____

NAME: _____

ADDRESS: _____ Valrico, FL 33594

PHONE: _____ EMAIL _____

TYPE OF REQUEST - (One Request per FORM)

A photocopy of your property survey showing proposed changes including dimensions, setbacks, landscaping, etc., and a detailed description of work must be attached to this request, regardless if you sent in another photocopy of your property survey in the past.

Exterior Painting Please attach the Completed House Painting Supplement.

Fencing Perimeter Please submit a copy of the survey with the fence Indicated-**Must show the side door, windows, and joining fences** (All finished sides of the fence must face outward). Refer to Section 11, Para 2 of Copper Ridge Covenants.

Satellite Dish

Addition of Pool Please submit a copy of the survey with the proposed pool & deck design. Please submit a copy of the proposed screen room drawing from the screen room company – the proposed screen room cannot exceed the roofline.

Screen rooms

Other types of Request _____
(Landscaping/Driveways/Etc.)

PLEASE REMEMBER THAT WRITTEN PERMISSION MUST BE RECEIVED PRIOR TO BEGINNING ANY WORK. The homeowner is responsible for compliance of contractors to abide by the Association Rules and County permits including, without limitation, zoning ordinances, subdivision regulations, and building codes. The ARC shall have no liability or obligation to determine whether improvements, alterations, and additions comply with any laws, rules, regulations, codes, or ordinances. The ARC must receive submissions no later than the 15th of the month to be considered for approval by the following month's board meeting.

IMPORTANT: Should you require access across the Association's community property, including but not limited to, taking down a section of the community fence, you must notify the Association when presenting your request. Anyone needing to remove a section of the fence or in any way alter common areas will be required to make a \$500 deposit to the Association. The deposit will be returned after the inspection has been completed and affected areas are restored to their original condition.

This application should be mailed to:

First Service Residential
c/o Copper Ridge HOA
2870 Scherer Drive, Suite 100
St. Petersburg, FL 33716, or
email to
CFARC@fsresidetnial.com

ARC Recommendation:

____**APPROVAL** ____**DISAPPROVAL** **DEPOSIT REQUIRED:** **Yes** **No**

COMMENTS: _____

_____ **DATE** _____**ARC COMMITTEE**

For Board use only: ____**APPROVED** ____**DISAPPROVED**

_____ **DATE** _____**BOARD MEMBER**

HOUSE PAINTING SUPPLEMENT

ARC Committee for Copper Ridge HOA

DATE SUBMITTED: _____ DATE RECEIVED BY ARC COMMITTEE: _____

NAME: _____

ADDRESS: _____ Valrico, FL 33594

PHONE: _____ EMAIL _____

Please note that exterior colors that in the opinion of the ARC (Architectural Review Committee) would be discordant to the appearance of Copper Ridge shall not be permitted. BRIGHT COLORS WILL NOT BE APPROVED. Paint colors cannot match the colors of properties on either side. For Verification purposes, please submit three photographs with your request, one of your house and one of each of your neighbors to the left and right. If you have digital pictures, they may be emailed to board@copperridgehoa.com or CFARC@fsresidential.com.

Please select the **COLOR SCHEME** found in the Online Palette located here: [PALETTE](#)

**SCHEME
REQUESTED**

If you wish to ADD a Scheme, please fill in the information below:

#1 **Main House Area** – Color to be used on exterior walls including gable ends and garage doors.
This color may have a flat or satin finish.

#2 **Trim Areas** – Color for gutters, fascia, entry door(s), and soffit. Can include painted gable ends and trim around garage door(s), entry door(s), windows, and corner trim.
This color may have a flat or satin finish.

#3 **Accent Areas** – Color for fascia, shutters, and entry door(s), trim around garage door(s), entrydoor(s), and windows. This color may have a flat or satin finish.

**COLORS	Name of Color	Finish (Flat or Satin)	Name of Manufacturer and Number*	
#1 Main House				
#2 Trim Areas				
#3 Accent Areas				

***Most paint manufacturers include a paint I.D. number on their color samples. Please provide this number whenever possible.**