

## Oak Knoll Estates Homeowners Association, Inc.

**DATE:** October, 2022  
**TO:** Oak Knoll Estates Homeowners  
**FROM:** The Architectural Review Committee  
**RE:** Exterior Changes to Homes

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**All** exterior changes to homes must receive **prior** approval by the Architectural Review Committee (ARC). This includes, but is not limited to, color changes, pavers, doors, fences and other exterior changes you may consider making to your home.

The committee will work as quickly as possible to review your request and will provide a letter to you with the results of the review. *Please allow **TWO** weeks for the approval process.* Changes should **NOT** be made prior to receipt of a letter from the ARC approving your request. **Should you complete the work prior to approval, the ARC has the right to require that you undo/redo the work as approved by the ARC.**

An ARC application form is provided on the following page. Your application must be distributed (emailed or hand-delivered), one to each of the nine (9) members of the ARC. To email your form and any supporting documentation, use the group email address oakknollestatesarc@gmail.com. If you need to hand-deliver the form, please email the ARC email address with your request and the home addresses will be provided to you.

Below are the requirements for submitting an ARC application to paint the exterior of your home. Requests that do not meet **ALL** these requirements **WILL NOT BE** reviewed:

### Exterior Painting

- Prior to submitting your application, paint at least a 12" x 12" sample\* of your base color on the **FRONT** of your home. Paint trim sample on the trim of your house next to the base color sample. Paint samples of your garage, front door and fascia colors and identify on masking tape which color applies to which item.

\*The ARC may request that you paint a larger sample.

- Your application to paint **MUST** include the paint brand and colors you will be using for each area. Example: Behr "Cloud White" for trim, Behr "Sage" for base, etc. and include which color will be used for base, trim, garage door, front door and fascia. Applications without this information will not be reviewed.
- Do **NOT** paint until you receive an official approval letter on behalf of the ARC.
- Painting must be done by a professional.

**OAK KNOLL ESTATES HOMEOWNERS ASSOCIATION**

8958 State Rd. 84, #254  
Davie, FL 33324

**ARCHITECTURAL MODIFICATION APPLICATION FORM**

**TO:** Board of Directors/Architectural Review Committee

**FROM:**

**Owner's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Email:** \_\_\_\_\_

We hereby make application to the Architectural Review Committee to make modification(s), change(s), addition(s) or alteration(s) to my/our home or lot. (Briefly describe and include page if more space needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Required for Request to Paint (must be included for ARC review):**

Base (Brand/Color): \_\_\_\_\_

Trim (Brand/Color): \_\_\_\_\_

Garage Door (Brand/Color): \_\_\_\_\_

Front Door (Brand/Color): \_\_\_\_\_

Fascia (Brand/Color): \_\_\_\_\_

**Please attach a detailed description of the modification** along with the drawing and surveys if necessary. Please include types of materials, colors, size, etc. See requirements for exterior painting on Page 1 of this document. Refer to the **Standards** for information concerning fences, roofs and driveways.

**I/We understand that:**

- 1) Approved modifications must be completed within 45 days of approval date, if not completed within that timeframe, the approval can be revoked. I/We will be required to submit a new ARC request form for approval.
- 2) If the modification is completed within 45 days but is *not completed as originally approved by the ARC*, I/We will be required to remove the modification and redo the modification as described on the submitted ARC form. If the modification is painting, and a non-approved color is used, I/We will be required to have the house repainted with the approved color.
- 3) I/We must abide by the decision of the Board of Directors/Architectural Review Committee to the extent such decision is consistent with the Restrictive Covenants of the Subdivision and Florida Law.
- 4) I/We must comply with state and county building and electrical codes.
- 5) I/We must obtain all necessary permits (if applicable).
- 6) I/We will only do the changes/modifications as approved.

I/We have read and agree to all the above.

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Owner's Signature