

**Berkshire Place Homeowners Association
Architecture Review Application**

Applicant Information	
Applicant's Name	
Address of Home	
Phone Number (Day)	
Phone Number (Evening)	
Email	

Please check the improvement(s) applicable to your request:

- | | | |
|---|------------------------------|---|
| Modify Exterior | Replace Door/Garage Door | Room(s) addition |
| Paint Fence | Install patio/Patio cover | Paint residence – same color (automatically approved) |
| Add a separate structure or building, tool shed (attach plans)* | Build Fort/Jungle Gym | Paint residence – different color ** |
| Install siding | Replace driveway or sections | |
| | Install fence | |

Other: _____

*Colors of the exterior will need to be approved by the Architectural Board. Submit colors with the request.
**See Attachment A: Exterior Painting Guideline for paint request

I request a response as quickly as possible (although a maximum of thirty (30) days is allowed) and I agree not to begin the project until a response is received. I understand that the Board or appointed assignee are not architects, engineers or contractors and do not endorse any products or vendors. Send all requests to board@berkshireplace.us or mail to Berkshire Place HOA, PO Box 678390, Orlando, FL, 32867 or bring the application to a board meeting.

Signature of Homeowner _____ Date _____

Architectural Review Board or Homeowners Association Board Decision

YOUR APPLICATION HAS BEEN APPROVED FOR THE SPECIFIED MODIFICAIONS. ANY REVISIONS OR ALTERCATIONS REQUIRE RESUBMISSION PRIOR TO CHANGES PROCEDING. Approval denotes compliance with the deed Restrictions and carries no warranty regarding structural fitness, compliance to building codes, assurance against encroachment, etc.

ONCE WORK HAS BEEN APPROVED, it must be completed within six (6) months of being approved unless otherwise noted below.

THE BOARD REQUESTS ADDITIONAL INFORMATION prior to processing your request. Please return all original documents with the additional information requested below.

Your specifications do not meet the neighborhood guidelines as presented. Please re-assess and re-submit your plans.

- Your color selection is not an approved shade
- Height or size limitations are exceeded or do not meet the minimum
- Placement on lot appears to violate front setback lines or side/rear easements.
- Construction materials are not in accordance with guidelines
- Other: _____

Authorized Association Representative _____ Date _____

Authorized Association Representative _____ Date _____

-Or-

Board Representative _____ Date _____

ATTACHMENT A
Berkshire Place HOA
Architectural Review Board
Exterior Painting Guidelines

Home Owners Association (HOA) law requires all HOAs to have guidelines in place for evaluating all applications for exterior painting of homes. The following guidelines are to be used when changing or repainting a home in Berkshire Place.

Repainting (application requirements):

1. Any homeowner repainting their home the same exact color scheme that is currently on their house:
 - a. It is not necessary to submit an Architectural Review Board (ARB) paint application because it is not considered a change but maintenance to the existing color that has been previously approved.
 - b. It is recommended that you notify the board in writing of your intent to repaint with the same colors so there is a record of your maintenance.
2. Any homeowner wanting to repaint their home using colors from the attached color palette must submit an application to the Architectural Review Board (ARB) to ensure it follows ARB Approval Guidelines.
3. Any homeowner wanting to repaint their home a different color scheme than what is currently on their home must submit an application to the ARB and receive prior approval painting their home.

The Community Color Palette

4. The color scheme currently on a homeowner's house as of (January 1, 2010) can be used by the homeowner to re-paint his or her house. These colors are referred to as "existing colors" and can only be used for re-painting of the homeowner's house.
5. All color combinations selected from the attached color palette are also considered part of the community color palette. The homeowner can go to any professional paint store and have the color matched. The colors are referred to as the "color palette". Any of these can be applied for repainting and are subject to the proximity and sample guidelines listed below.
6. "New colors" are defined as other paint schemes a homeowner would like use that are not part of the attached color palette.

ARB Approval Guidelines

7. No house will be approved to have colors that are exactly the same as any house next to it, across from it or diagonal to it. The ARB will have the ability to judge house location relative to another to insure that there is diverse dispersal of the color palette.

Sample Guidelines

8. All "color palette" schemes and "new color" schemes need to be approved by the ARB.
9. It is the applicant's responsibility to match any existing color scheme in the community for their home. It is not the responsibility of the HOA or the ARB.
10. It is the applicant's responsibility to make an appointment with the ARB* to go over the color changes to the exterior of their home if changes are requested. They should bring the proposed color palette with them to the meeting with the ARB.
11. A Sample Color Palette is attached to the end of this document. Any combination of the colors is acceptable as long as the ARB Approval Guidelines and Painting Guidelines are followed.

*The applicant must meet with either the ARB or the HOA Board if the ARB is not available.

Painting Guidelines for New Colors

12. The body color and trim color cannot be the same.
13. Two colors can be used for the body if one is used for stucco and the other is used for wood siding.
14. The front door can be the trim color, an accent color, white, black or wood stained.
15. The garage door can be the body color or trim color. It cannot be the accent color.
16. Architectural elements such as shutters or bands must be clearly stated as to what colors are being used if a new colors are being used.

Definitions

House Body or Stucco Color – defined as the main color of the house. This area is comprised of the textured stucco wall area and wood siding.

Trim Color – defined as the color to be placed on bands around windows, doors, fascia boards, and other bands as shown on the house façade.

Accent Color – defined as the front door.

House Painting Application

Applicant Information	
Applicant's Name	
Address of House to be Painted	
Phone Number (Day)	
Phone Number (Evening)	

Attach a sample of the requested colors below

Body Color #1:

Body Color #2 (If Applicable):

Trim Color:

Accent Color (If Applicable):

Architectural Review Board Decision

Approve: Deny:

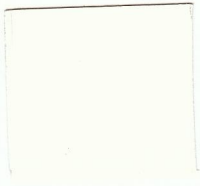
Authorized Association Representative _____ Date _____

Authorized Association Representative _____ Date _____

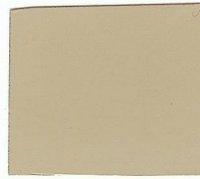
-Or-

Board Representative _____ Date _____

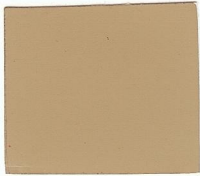
House Body or Stucco Color



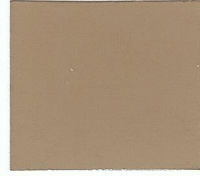
780C-1 Sea Salt
BEHR



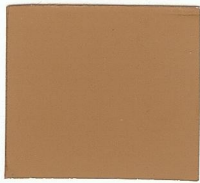
710D-4 Harvest Brown
BEHR



290F-4 Cliff Rock
BEHR



700D-5 Toffee Crunch
BEHR



260F-6 Smokey Topaz
BEHR



6006-4B La Fonda Cactus
Valspar



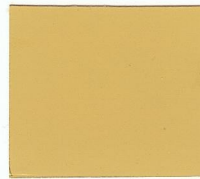
6001-3C Hazy Jade
Valspar



6001-3B Mint Frost
Valspar



330D-4 Warm Muffin
BEHR



330D-5 Campground
BEHR



260F-4 Sunset Beige
BEHR

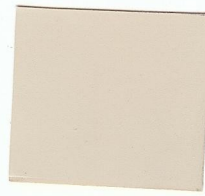
House Body or Stucco Color – defined as the main color of the house. This area is comprised of the textured stucco wall area and wood siding.

BEHR colors are carried by The Home Depot. Valspar colors are carried by Lowe's. You are welcome to use any other paint manufacturer as long as the colors match. You can pickup color samples at Home Depot or Lowe's and use them to buy paint that matches.

Trim Color



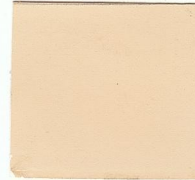
700C-1 Pearl Drops
BEHR



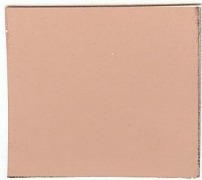
700C-3 Pecan Sandie
BEHR



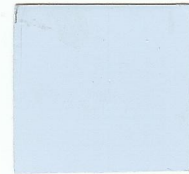
780C-3 Ocean Pearl
BEHR



260E-3 Pueblo Sand
BEHR



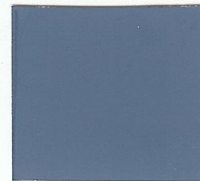
230F-4 Autumn Malt
BEHR



4005-5A Blue Raindrop
Valspar



4005-5C Coventry Blue
Valspar



4007-6B Belle Grove
Victory Blue
Valspar



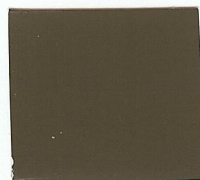
6003-3B Martinique
Dawn
Valspar



6003-3C Lyndhurst
Spring Eve
Valspar



700D-7 South Kingston
BEHR



710D-7 Chocolate
Cupcake
BEHR

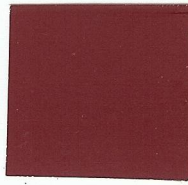
Trim Color – defined as the color to be placed on bands around windows, doors, fascia boards, and other bands as shown on the house façade.

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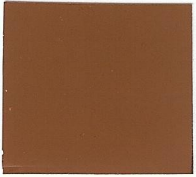
Accent Color (Front Door)



200F-7 Wine Barrel
BEHR



150F-7 Burnt Tile
BEHR



230F-7 Florence Brown
BEHR

Accent Color – defined as the front door.

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