

ARB Checklist

❖ New Construction / Addition:

- 1) _____ Read and sign New Construction Requirements form
- 2) _____ ARB request form completed by the owner requesting approval for new construction
- 3) _____ Two (2) full sets of plans for new construction (signed and sealed by the architect)
- 4) _____ Two (2) current copies of a survey of the property (signed and sealed by the surveyor)
- 5) _____ Two (2) samples of each color that will be used (i.e. Main color and trim)
- 6) _____ A refundable security deposit of \$1,000.00 made out to **Royal Oaks Homeowner's Association, Inc.**
- 7) _____ A non-refundable processing fee of \$100.00 made out to **Royal Oaks Homeowner's Association, Inc.**

❖ All other ARB requests

- 1) _____ ARB form completed by the homeowner requesting approval for exterior modification
- 2) _____ One (1) sample of material that will be used (i.e. paint, roof, windows, driveway, etc.)
- 3) _____ One (1) color picture of home as of request date
- 4) _____ Copy of NOA Documents for all windows and doors
- 5) _____ For all driveways, pools & detached buildings (i.e. tiki hut, etc.), please refer to items 3-4 below "New Construction"

****All samples must be from brochure or colored print****

****Paint samples must be on paint card****

ARB Guidelines

Garages and Garage Doors:

- All homes must have at least a two-car garage
- A minimum of 20 feet for a two-car garage, 30 feet for a three-car garage, 40 feet for a four-car garage.
- Must have a minimum of 20 feet in depth (all instances)
- Must have a service door opening to the side or rear
- All garage doors must be no less than seven (7) and no more than nine (9) feet in height
- Two-car garage doors shall be 16 feet in width (8 feet for individual doors)
- All garage doors must be opened by electric door openers
- No door is to be kept permanently closed

Sidewalks:

- Each lot owner is responsible for installing sidewalk(s) abutting his/her lot

Landscaping:

- A landscaping plan must be submitted for approval and/or included in the plans for a new construction.
- Landscaping must be (and maintained at) 3% of original cost of construction

Fences, Walls, Enclosures:

- No walls may be erected parallel to the street on any lot
- On interior lots a wall of brick, stone or block, or chain link or wood fence can be erected in the rear of the property
- On corner lots a wall of brick, stone or block, or chain link or wood fence can be erected in the rear of the property and on the interior side (street side must have brick, stone, or block wall)
- All block walls (regardless of location) must have stucco or other approved finish

Roofs:

- All basic buildings shall have pitched roofs with a minimum of four (4) inches per lineal foot.

Driveway Construction:

- All driveways must be individual or interlocking brick; or poured concrete (all poured concrete driveways must have a brick paver, ceramic tile, or stamp finish)

Exterior Post Lights:

- Each lot must have an exterior light post in the front yard (shown on electrical plans)

A/C Units, Pool Equipment, Trash Containers:

- All equipment must be stored out of street view and behind a CBS wall