

ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATION

Rev.08/25/08

Page 1

CHEVAL WEST COMMUNITY ASSOCIATION, INC. (CWCA)
4131 GUNN HIGHWAY, TAMPA, FLORIDA 33618 \* (813) 600-1100 \* Fax (813) 963-1326

APPLICATION DATE: DATE RECEIVED BY ARC:

Table with 3 columns: ARC FEES, \$200.00: New Construction - Modifications to Existing Structure, \$100.00: Pool and/or Screen Enclosures, NO CHARGE: Painting, Roofing, Fencing, Landscaping, Play Equipment, Fountains, etc.

The undersigned owner seeks approval from the Cheval West Architectural Review Committee ("ARC") of the following:

New Construction - Must submit 2 sets of complete plans and specifications, including (i) official lot survey, (ii) site plan depicting dimensions, setbacks, and location of all ancillary equipment, (iii) landscaping plan, and (iv) exterior materials and colors. COPY OF OFFICIAL LOT SURVEY REQUIRED WITH SETBACKS NOTED AND PROPOSED MODIFICATIONS DRAWN TO SCALE ON LOT SURVEY (1" = 30' and Elevation 1/4" = 1')

Modification/Alterations of existing structure and/or property. Narrative Description of Modifications/Alterations:

COPY OF OFFICIAL LOT SURVEY REQUIRED WITH SETBACKS NOTED AND PROPOSED MODIFICATIONS DRAWN TO SCALE ON LOT SURVEY (1" = 30')

Landscaping Additions/Alterations. (COPY OF OFFICIAL LOT SURVEY REQUIRED WITH SETBACKS NOTED AND PROPOSED MODIFICATIONS DRAWN TO SCALE ON LOT SURVEY (1" = 30'))

Painting Roofing Driveway MUST SUBMIT THIS ARC PAGE 1 AND ARC PAGE 2 SUPPLEMENT

Is your lot adjacent to the TPC Golf Course Yes No

Review and approval of plans and specifications submitted hereunder is made on the basis of aesthetic considerations only and the ARC shall not bear any responsibility or liability for ensuring the structural integrity or soundness of approved construction or modifications, nor for ensuring compliance with building codes and other governmental requirements.

The ARC and its members shall not be held liable for any injury, damage or loss arising out of the manner or quality of approved construction or modifications. The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations, or additions described herein comply with all applicable laws, rules, regulations, codes, and ordinances; including, without limitation, zoning ordinances, subdivision regulations, and building codes.

I agree not to begin property improvement(s) until the ARC notifies me in writing of its approval. If any change is made that has not been approved, I/we understand and agree that the ARC has the right to require removal of the improvement from my property.

I WILL NOTIFY THE ARC IN WRITING WHEN THE PROJECT IS COMPLETE BY SUBMITTING CHEVAL WEST ARC (NOC) FORM PAGE 3.

PHONE NUMBER: Home: Cell: SIGNATURE OF OWNER

Work: PRINT NAME:

STREET ADDRESS OF SUBJECT PROPERTY:

MAILING ADDRESS IF DIFFERENT FROM PROPERTY ADDRESS:

ACTION OF THE ARC

APPROVAL GRANTED APPROVAL DENIED DATE

COMMENTS:

CHEVAL WEST ARCHITECTURAL REVIEW COMMITTEE

By:

NOTE: CONSTRUCTION OF THE IMPROVEMENTS FOR WHICH PLAN APPROVAL IS GRANTED HEREUNDER MUST COMMENCE WITHIN 6 MONTHS FROM THE ABOVE APPROVAL DATE. IF CONSTRUCTION HAS NOT COMMENCED WITHIN SAID 6-MONTH PERIOD, THIS APPROVAL SHALL BE NULL AND VOID AND A NEW ARC APPLICATION MUST BE SUBMITTED.

**CWCA ARC APPLICATION**  
**4131 GUNN HIGHWAY, TAMPA, FLORIDA 33618**  
**(813) 600-1100 Fax (813) 963-1326**

**ARC HOUSE PAINTING, ROOFING, DRIVEWAY SUPPLEMENT**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_

**IF YOU ARE REPAINTING OR REROOFING YOUR HOME, OR IF YOU ARE COLORING YOUR DRIVEWAY, YOU DO NEED APPROVAL OF THE ARC COMMITTEE.**

\_\_\_\_\_ **Painting:** All colors for house painting must be selected from the Cheval West Paint Book. (If the present colors of your house are not in the Cheval West Paint Book, you must select colors from the Cheval West Paint Book.) Provide color samples as they relate to the areas to be painted, as described in items #1, #2, #3, and #4 below.

Colors:	Name of Color From The Cheval West Paint Book	Finish Flat, Satin, Semi-Gloss (No Gloss)	Name of Manufacturer & Number**	Color Sample must be TAPED here
#1 Main House Area	_____	_____	_____	π
#2 Trim Areas	_____	_____	_____	π
#3 Door	_____	_____	_____	π
#4 Mailbox & Mailbox Stand	_____	_____	_____	π

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

\_\_\_\_\_ **Roofing:** Color \_\_\_\_\_ (Attach a colored picture of the proposed materials)

\_\_\_\_\_ **Driveway Only:** Color Or Stain \_\_\_\_\_ (Attach color swatch)  
Approved colors Behr paint/stain colors of White Cloud (811) or Pacific Fog (815)

**NOTE: Painting/Staining of driveway approval from the CWCA ARC does not include approval to paint/stain the sidewalk and driveway apron, which requires special permission from the Cheval West CDD (ask us for the special CDD form).**

*An ARC Application Fee of \$100 is now in effect for those homeowners who do not receive written approval from the CWCA ARC prior to making any changes, improvements, alterations, additions, modifications, etc., to their house or lot.*

**Architectural Review Committee (ARC)**

**NOTICE OF COMPLETION (NOC)**

**Cheval West Community Association, Inc. (CWCA)  
4131 Gunn Highway, Tampa, Florida 33618  
(813) 600-1100 Fax (813) 963-1326**

**Application Date:** \_\_\_\_\_ **Date Notice Received by ARC:** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Project Description:** \_\_\_\_\_

In accordance with Paragraph E of Section I of the Cheval West Design and Development Standards and Requirements for All Villages, the undersigned OWNER hereby notifies the ARC that the above-described Project has been complete and hereby submits the following:

- (1) a final as-built survey of the property and the construction project,
- (2) a copy of all ARC approval information,
- (3) photographs of relevant views of the completed project, and
- (4) a copy of the Certificate of Occupancy issued with respect to the project, if applicable.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**(To be completed by the ARC)**

An inspection was made of the above referenced property on \_\_\_\_\_ and such inspection revealed:

\_\_\_\_\_ the project **APPEARED TO BE** completed in substantial compliance with the ARC approved application

\_\_\_\_\_ the project **APPEARED NOT TO BE** completed in compliance with the ARC approved application.

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

**NOTE:** Inspection and approval of project hereunder is made on the basis of the above notification by the homeowner as well as a visit to the site. The Architectural Review Committee (ARC) is comprised of volunteer residents who are not professionally trained in construction matters. Neither the ARC nor any of its members shall bear any responsibility for ensuring the structural integrity or soundness of construction or modifications, nor for ensuring compliance with building codes and other governmental requirements. In addition, neither the ARC nor any of its members shall be held liable for any injury, damage, or loss arising out of the manner of quality of approved construction or modifications.

Cheval West ARC members: \_\_\_\_\_

Date: \_\_\_\_\_

**CHEVAL WEST  
ARCHITECTURAL REVIEW COMMITTEE (CWCA ARC)**



**ARC PROCEDURES**

All homeowners who are repainting need to fill out an ARC form and attach the paint samples to the ARC form, but paint samples will no longer be required to be painted on houses. Paint selections must be chosen from the Cheval West Paint Book. No other paint selections are allowed, including the current color of homes if they are not in the Cheval West Paint Book. The Cheval West Paint Book has been provided free of charge by Sherwin Williams, but homeowners who are repainting do not need to use Sherwin Williams paints - they just need to use the same color palettes from any paint manufacturer of their choice. Submit your ARC form pages 1 and 2 one week before the ARC meeting to 4131 Gunn Highway, Tampa, FL 33618 and wait for ARC written approval before proceeding with your project. After you have finished the project, submit the Notice of Completion (NOC) form page 3.

**WHERE IS THE CHEVAL WEST PAINT BOOK?**

Homeowners can view the Cheval West Paint Book at four (4) different locations: Sherwin-Williams stores at 11915 Dale Mabry, Tampa, or 2409 Raden, Land O'Lakes; Greenacre Properties, 4131 Gunn Highway, Tampa; or call the Cheval West gatehouse at (813) 948-4007. Ask the Cheval West rover to deliver the Cheval West Paint Book to your home. Give the Cheval West Rover a deposit check of \$20 made payable to the Cheval West Community Association, Inc. You can keep the Cheval West Paint Book for seven (7) days. When you return the Cheval West Paint Book to Community Services, you will be given your \$20 deposit check back.

**ARC/NOC FORM**

Please remember that any changes, improvements, alterations, additions, modifications, etc. to the exterior of your house or lot need prior ARC WRITTEN APPROVAL before any work begins. Other than painting and roofing where samples are required, all other submissions require a copy of your official lot survey with setbacks drawn on and construction drawings with a scale not smaller than 1" = 30'. Use your Cheval West documents to guide you. Unrecorded copies of these documents are available at [www.chevalwest.com](http://www.chevalwest.com) as well as an ARC form. Also listed on the website are the approved colors in the June 18, 2007, Board of Directors Synopsis Minutes. All ARC forms must be submitted at least 1 week before the ARC meeting. The ARC meets once a month. Watch the notice boards at the Cheval West entrances for announcements of meetings. After you finish the project, submit the Notice of Completion (NOC) form.