

Whispering Woods Homeowners Association of Seminole County

Request For Exterior Home Improvement Authorization

In an effort to provide and protect each individual's rights and property values, it is **REQUIRED** that any homeowner considering making any exterior improvements to their home submit this completed form to the Architectural Review Board for approval **PRIOR** to initiating any work. If any change has been made that has not been approved by the Board, said Board has the authority based on WWHOA Covenants and Restrictions to request the homeowner to remove the improvements, at the owner's expense.

PLEASE COMPLETE THIS FORM IN DETAIL (*all fields required)

Property Owner Name: _____ Phone #: _____
 Property Address: _____ Email: _____

CHECK THE TYPE OF IMPROVEMENT (all requests must comply with the Association C, C & Rs and Rules & Regulations):

- Paint - existing colors
 Paint - new colors
 Roof - existing material/color
 Roof - new material/color
 Fence - new install
 Driveway Paver - install/replacement
 Garage Door - replacement
 Fence - replacement/repair
 Walkway install/replacement
 Front Door - replacement
 Recreational equipment - install/replacement
 Window(s) - replacement
 Tree - removal/replacement**
 Addition - Patio/Pool/Solar/Room
 Structure(s) - install/replacement
 OTHER (provide detailed description): _____

**Any tree above 20 feet must have City of Oviedo and Association approval.

PAINT COLORS: (include brand name, color name & color number)

Base:	No.	Trim:	No.
Front Door:	No.	Fascia:	No.
Garage Door:	No.	Drip-edge:	No.
Architectural Trim:	No.	Other:	No.

NOTE: A drawing, diagram, rendering, or image showing the desired colors along with color samples must be submitted with the application. For all other modifications, you must submit a copy of plot plan, diagram, or property survey showing the location of the modification along with color samples, and/or image(s) where applicable.

Please complete the following, if applicable:

Name of contractor: _____ Phone: _____

City of Oviedo permits required? Yes No If yes, please attach a copy

I UNDERSTAND THE ARCHITECTURAL REVIEW BOARD WILL ACT ON THIS REQUEST WITHIN A REASONABLE TIME AND CONTACT ME IN WRITING REGARDING THEIR DECISIONS. I AGREE NOT TO BEGIN ANY IMPROVEMENTS UNTIL THE BOARD HAS NOTIFIED ME OF THEIR APPROVAL.

Submitted and Agreed by: _____ Date: _____

ALL IMPROVEMENTS MUST CONFORM TO LOCAL BUILDING CODES AND ZONING GUIDELINES.

ARB & BOARD OF DIRECTORS OF THE ASSOCIATION USE ONLY

Received by: _____ Date: _____

Reviewed by ARB Members: 1. _____ 2. _____ 3. _____

Incomplete Approved Rejected Notification sent by: _____ Date: _____

Return the completed form and all additional required documentation & assets:

- Email to WWHOAGeneral@gmail.com (recommended) or
- Mail to 100 Winding Oaks Ln, Oviedo, FL 32765 or
- Contact the Board of Directors directly for available drop-off locations.