Dunn's Crossing Homeowners Association

ARB Guidelines

Architectural Review approval process

Two-step process for extensive changes

Typical design review applications

For any proposed changes to exterior of home or landscape other than normal maintenance please obtain written approval from the Architectural Review Board.

Please print the request for Architectural review form found on Elim website and attach it to the information needed to support your request. Email or mail to the address on the form.

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Many proposed modifications will need just a little additional information for the committee to understand your request, while more extensive modifications will need full architectural and landscape drawings prepared by qualified Florida architects.

To help you prepare a request refer to the following pages that outline information needed for types of modifications.

Please do not begin until you have the committee's written approval. Such approval by the committee is for aesthetic purposes only and does not address engineering or technical merits of plans nor does it certify compliance with the relevant building codes or ordinances for which the owner/builder is responsible.

Two- Step Process

If planning extensive landscape or structural modifications we recommend following a two-step process.

Step one: Preliminary concept plans - The owner/builder may submit to the committee two sets of plans with the "Architectural Review Board" form completed and attached to each set. The committee will grant written approval, conditional approval, or deny approval. Any changes required as part of a conditional approval must be incorporated into all subsequent plan submissions. Failure to do so shall be grounds for denial of the final plan. Any changes identified as recommended will not be mandatory but should be given careful consideration prior to drafting final plans. Any denial of approval will be accompanied by a statement setting forth the reason(s).

Step two: Final construction and/or landscape plans and specifications - The owner/builder must submit to the "ARB" two sets of plans and specifications with an architectural review board form completed and attached to each set.

The following items are required before the final construction Approval.

1. Vegetation survey- this plan must show the location, type and size of significant trees and shrubs on the home site. Any plant materials to be removed must be indicated and care should be taken to preserve suitable plants and shrubs. All vegetation remains should be barricaded at the drip line of trees. No debris or construction materials will be stored within barricades.
2. Landscape plan - this plan must indicate perimeter walls of structure plus window or door locations. This plan must indicate the location botanical size, quantity and specifications of all proposed and existing to remain plant material.
3. Site plan - this plan must consist of the following components with specifications
    a. building location
    b. setbacks
    c. existing vegetation
    d. property boundaries
    e. grading - to show all proposed and existing spot grades or contours proposed site drainage and finished floor elevations
    f. easements
    g. paths, sidewalks
    h. outdoor use areas (i.e., pool, deck areas, atriums, etc.)
    i. Screening elements- all mechanical equipment and trash containers to be located on the exterior of the building must be shown on floor plan, site

plan and elevation drawings, including proposed method of screening. If plant material is used the minimum height of the plant must be 48 inches.

j. Driveways, patios and parking areas - all hard surface exterior materials must be noted by type color manufacturer specifications or other descriptive detail. These specifications may be included in the landscape plan. An enriched surface material should be considered for the driveway such as stamped concrete or interlocking pavers.
k. Outdoor lighting - including yard lighting if any - should be noted by location type manufacturer and intensity.

4. Roof plans: to show pitch valleys hips etc.
5. Exterior elevations - to include all exterior elevations of main walls, etc. with heights clearly indicated.
6. Exterior material specifications sheet - to include samples of exterior colors paint brand color number and name and exterior materials proposed for use
7. two sets of construction plans - the committee retains one set on file and returns one stamped approved to homeowner for use in obtaining building permit.

Typical Design Review Applications

Adding to Existing Structure such as a pool, room, extended lanai, etc. (Exhibit A)

1. See Set-Back Requirements below.

Minimum Setbacks

Single Family

Front Setback w/o sidewalk 20′
Side Setback (Principal & Accessory Structures) 5′
Rear Setback 10′
Setback to Water body (Principal Structure)* 20′
Setback to Project Perimeter (Accessory Structure)* 10′

*Except no part of a structure may encroach into a drainage, lake maintenance or utility easement.

2. Need a site (plot) plan showing home as built on your lot indicating setbacks from lot boundary, lake-maintenance easement, utility easements, etc. A site (plot) plan was provided at closing, but if you need a copy, please contact your local municipality.

3. On a site plan drawn to scale, show where the new structure will be located.

4. Partial elevations; show tie-in of new roof to existing and elevations of room additions.

5. If adding a screen cage, frames must be dark bronze color with charcoal screen mesh.

6. Include drawing of screen cage roof; use a mansard roof style.

Landscape Modifications

1. Show footprint of residence and location on site. (Site Plan usually helpful)

2. Indicate existing landscaping and use a graphic technique to show what you intend to add or take away.

3. Include names (genus and species) and sizes of plant material.

4. We recommend consulting with a landscape architect.

Re-Painting Existing Structure

1. Include paint brand, color name and color number. Attach a sample of each color to the request form and label which sample is for house body, trim, garage door, front door, fascia, etc.

2. Include color of roof (and driveway if other than cement) to insure compatibility with proposed new paint palette.

Driveway Pavers

1. Include manufacturer, pattern, color number and name. Prefer to have an actual sample or color picture. Also, need samples or photos of house paint and color of roof to assure compatibility.

2. When proposing any "change" in size of driveway, an as-built site plan is necessary for us to see current driveway with proposed extension sketched in a different color or shading.

Solar Panels

Solar panels may require additional landscaping. Front-facing solar panels are prohibited. If installed on the side of the roof, the panels must be flush with the roof line (tilt is prohibited). And they must be placed closest to the rear of the home to minimize view from the street and neighbors.

Playground Equipment

1. Show an as-built site plan and proposed placement of the play equipment. Play areas, gym sets, etc., should be buffered from neighbors' views. Therefore, show placement of any landscaping to be used to conceal from view.

2. Playground equipment should be placed in the rear yard, may not extend past the side wall line of the home and/or may require a fence or landscaping to minimize view from the street or neighbors.

3. Play equipment on water lots may require additional measures to minimize visibility of the playground equipment. Approval/denial is at the sole discretion of the Committee. Decisions may be appealed to the Board of Directors.

4. If you have a picture from a catalog, etc., of the equipment, please include with your request.

Fences (Exhibit D)

1. All fence installations must be approved prior to installation.

2. Fences should not encroach into drainage or lake maintenance easements.

3. Style: 6' White or Brown Vinyl, Wood or Black aluminum rail on standard lots. On water front lots, a 4' black aluminum rail, white or brown vinyl or wood fence with proper spacing is the approved style.

4. General setback is 20' from the front corner of the house. This requirement may vary depending upon the placement of the adjoining lots and subject to ARB approval.

5. It is recommended that fences match color and line up with fences on adjoining lots to maintain a cohesive appearance in the community.

Holiday Decorations

1. Tasteful and appropriate holiday decorations are permitted and do not require ARB approval.

2. Decorations may be put in place 30 days prior to the holiday and must be removed no more than 10 days after the holiday.

Screen Doors and Entries

1. Plain screen doors are approved – doors with no ornamentation, a small kick plate and a crossbar at or near handle for stability. Generally bronze is preferred to make it appear as a shadow, rather than a sharp contrast to architecture. Color still needs to be approved, however, as all neighborhoods and/or buildings can vary.

2. If using the Phantom Screen, frame should match the front door color as closely as possible. Appearance of "Phantom Screen" (trademark) is less obtrusive than a full screen door.

Statues, Fountains, Flags, Bird Baths, Gazebos, Satellite Dishes, etc.

Show proposed location on a sketch site plan. Provide a photograph or drawing; indicate size, color, material, etc. Additions such as statues and fountains should be integrated into landscape, and be a size appropriate to scale of home. Since aesthetic decisions regarding statuary are very subjective – generally, we encourage owners to find locations on lanais or within private area to lessen impact on public streetscape.