

THE SANCTUARY ON SPRUCE CREEK HOMEOWNERS ASSOCIATION
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ARCHITECTURAL REVIEW COMMITTEE APPLICATION
SHEDS

SUBMISSION DEADLINE: The Architectural Review Committee (ARC) meets on the **first Monday of every month** at 5:30 PM via Zoom. To ensure your project is included in the upcoming agenda, applications must be submitted no later than **close of business on the Thursday immediately preceding** the meeting. Submissions must include the completed form and all required supporting documents. Applications received after this deadline will be deferred to the subsequent ARC meeting.

Applicant Information — Applicant Must Be Homeowner or Lot Owner

Name **Telephone** **Email**

Property Address **Contractor** (if applicable)

Shed Dimensions

Maximum permitted size is **8' x 12' footprint** and **8' height** (grade to roof peak). Shed shall not extend more than 2' above a 6' fence.

Footprint Width (ft)	Footprint Depth (ft)	Height (grade to peak)	Height Above Fence (ft)

Materials & Colors

Wall Material — Select One:

☐ Plywood ☐ T1-11 Composite Wood Siding ☐ LP SmartSide Engineered Wood Siding
Plastic, resin, vinyl, and aluminum are not permitted.

Exterior Wall Color **Roof Shingle Color**
(Must match residence) (Must match residence or ARC-approved color)

Location & Screening

Screening Method (Select All That Apply):

- ☐ 6' Wood Fence
- ☐ 6' PVC Fence
- ☐ Landscaping
- ☐ Other (describe below)

Lakefront Lot:

- ☐ Yes — shed will be fully screened from lake, common areas, and adjacent properties
- ☐ No

Location Description and Screening Details (include setbacks from property lines, easements, and fencing)

Supporting Documents Checklist

- ☐ Completed application form
- ☐ Construction materials and roof shingle color
- ☐ Site plan or plat showing location, setbacks, fencing, and easements
- ☐ Photos or manufacturer specifications
- ☐ Shed dimensions (footprint and height)
- ☐ Copy of required permits (or confirmation prior to installation)

Certification & Signature

By signing below, the applicant certifies that all information is accurate and complete, that no work will commence prior to ARC approval, and that the applicant accepts responsibility for compliance with the Association’s Covenants and Restrictions and all applicable governmental permit requirements.

Applicant’s Signature

Date

NO WORK MAY COMMENCE PRIOR TO ARC APPROVAL

FOR OFFICIAL USE ONLY

Received By	Received Date	ARC Meeting Date

- ☐ Approved
- ☐ Approved subject to obtaining all required permits
- ☐ **Not Approved**

☐ Approved subject to the following: