

# PLANSOURCE

## **Submittal Checklist for Architectural Review-Steeplechase**

Submit to Plansource, Inc. at the address below.

### **New Construction:**

Please submit to the ARC **three (3)** copies of each item below. ***Incomplete submissions will not be accepted.***

1. Floor plans showing all floors of the home, noting ceiling height in each room, and square foot size broken down by floor, and interior and exterior spaces. The front porch **MUST** be minimum 150 square feet in size.
2. Front, side, rear elevations of home showing materials to be used, slope of roof, soffit/fascia detail, and overall height of home
3. Site plan showing location of home, driveway, sidewalks, pool, pool decks, well, septic, fence, and any other permanent proposed structure on the lot. Site plan must also show required setbacks.
4. Landscape plan showing overall layout of plants, and a cost breakdown that shows plant material is at least 2% of the cost of the dwelling. You must show location of all mechanical equipment (air conditioning units, pool equipment, well head, etc) and how it will be obscured.
5. All selected colors for walls, trim, accent colors, brick, stone, roofing, window frames, pavers, pool screen enclosure, fencing, and any other item that requires a color choice by the owner or builder. Photos from the manufacturer's catalog or a color sample is sufficient; the physical item need not be submitted.
6. Fence design, including height and material. If site built columns are part of the design, they must show dimensions, materials, and color choices.
7. The mailbox is a pre-determined choice available at Creative Mailbox (813) 818-7100.
8. Certified check made out to the Steeplechase HOA in the amount of \$5000.00. The money will be refunded minus a \$250.00 final inspection fee upon completion of all construction and the HOA deems it to be in compliance. It is the homeowners or builder's responsibility to contact Plansource, Inc. for the home's final inspection.
9. A check for \$250.00 made out to Plansource, Inc. for the review fee.
10. The home's address/lot number and your name, address, phone number, email and other contact information.

### **Additional Construction/Changes During Construction:**

Please submit **three (3)** copies of each item below. ***Incomplete submissions will not be accepted.***

**You will need to submit to the ARC anytime you wish to alter, change, or add to the exterior of your home. This includes changes decided while the initial home is under construction.** This also includes home additions, major landscape changes including play equipment and pool construction, as well as re-painting, re-roofing, or other major alterations. Contact Plansource, Inc. if you are uncertain if a submittal is necessary.

1. For home addition/changes: Floor plans showing all floors of the home, noting ceiling height in each room, and square foot size broken down by floor, and interior and exterior spaces, front, side, rear elevations of home showing materials to be used, slope of roof, fascia detail, and overall height of home. If only parts of the home are changing, only those changes need to be submitted.
2. For home addition and/or site changes: Site plan showing location of home, driveway, sidewalks, pool, pool decks, well, septic, fence, and any other permanent proposed structure on the lot. Site plan must also show required setbacks.
3. All selected colors for walls, trim, accent colors, brick, stone, roofing, window frames, pavers, pool screen enclosure, fencing, and any other item that requires a color choice by the owner or builder. Photos from the manufacturer's catalog or a color sample is sufficient; the physical item need not be submitted.
4. Fence design, including height and material. If site built columns are part of the design, they must show dimensions, materials, and color choices.
5. For construction occurring after the final inspection of the existing home, a certified check made out to the Steeplechase HOA in the amount of \$500.00. The money will be refunded minus a \$100.00 final inspection fee upon completion of all construction and the HOA deems it to be in compliance. It is the homeowners or builder's responsibility to contact Plansource, Inc. for the home's final inspection.
6. A check for \$100.00 made out to Plansource, Inc. for the Additional Construction/Change During Construction review fee.
7. The home's address/lot number and your name, address, phone number, email and other contact information.

PLANSOURCE, INC  
2437 FOX FOREST DRIVE, LUTZ, FL 33549 (813)909-2941 FAX (813)909-2951  
EMAIL: INFO@PLANSONLINE.COM WWW.PLANSONLINE.COM

**CITRUS STEEPLECHASE HOMEOWNERS' ASSOCIATION, INC .**

C/o Rampart Properties, Inc., 10012 N Dale Mabry Hwy, Suite 102, Tampa, FL 33618

(813) 963-6400 (813) 964-8582 - Fax

Jim Davis – jdavis@rampartproperties.com

ATTENTION: ARCHITECTURAL CONTROL COMMITTEE (ACC)

DATE: \_\_\_\_\_

Is this application a re-submittal of a previous application?  
Yes / No (circle one)

The undersigned owner seeks approval of the Committee as follows (circle all that apply):

Pool/Spa	Screen Enclosure	Solar Heating Panels	Satellite Dish	Fence
Landscaping	Painting	Storm Shutters	New Construction	Other

Narrative Description of Additions/Alterations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(Continue on Additional Sheet if Necessary)*

INCLUDED (please circle all that apply):

Copy of Official Lot Survey    Specifications for Alteration    Color Swatches    Material Sample    Brochures    Photographs    Drawings

**Note:** Copy of Official Lot Survey must be submitted with all applications. *Please indicate on lot survey where alterations will be located on the property.*

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 and regulations, code, and ordinances: including, without limitation, zoning ordinances, subdivision regulations, and building codes. The ACC shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances.

SIGNATURE OF OWNER \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

LOT & BLOCK NUMBERS \_\_\_\_\_ TELEPHONE (H) \_\_\_\_\_ (B) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

- Deadline for submission is the 1<sup>st</sup> of each month.
- PLEASE ALLOW UP TO 30 DAYS TO RECEIVE AN APPROVAL FROM THE ARCHITECTURAL CONTROL COMMITTEE

**ACTION OF THE BOARD**

\_\_\_\_\_ RECOMMEND APPROVAL WITH CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ REQUEST DENIED FOR THE FOLLOWING REASON: \_\_\_\_\_  
\_\_\_\_\_

DATE

Architectural Control Committee

## Citrus Steeplechase Homeowners Association, Inc.

### COMPLETION OF CONSTRUCTION LETTER

The Association documents governing Citrus Steeplechase require that each owner, resident and guest comply with the rules and restrictions of the Association. Compliance with these rules benefits the entire community. We would like to thank you for submitting your plans to PlanSource and are pleased to inform you that the alteration/construction application you submitted for review has been approved. PLEASE NOTE THAT ANY DEVIATION OR CHANGE FROM ORIGINAL SUBMITTED PLANS ARE SUBJECT TO APPROVAL PRIOR TO IMPLEMENTATION. A Major Improvement is defined to be any improvement, the value of which or cost of is \$2500 or more, as determined by The Association Board of Directors. A Construction Deposit of \$5000 on New Home Construction and Major Additions is required. This deposit will be placed in an interest bearing account with interest earned due to the homeowner subject to Plan Review and Compliance and the terms of this letter, and The Declaration of Covenants and Restrictions and Rules and Regulations of The Homeowner's Association. A Plan review Fee of \$250 and Final Construction Compliance Fee \$250 is required.

I hereby confirm that all construction improvements will be completed on the date stated hereunder, and further request an inspection to be scheduled for deposit refund consideration:

#### **NOTE TO ALL HOMEOWNERS PERFORMING MAJOR CONSTRUCTION PROJECTS:**

Non-compliance with the following and applicable recorded restrictions may result in a deduction from your deposit:

- a) The lot to be maintained in as clean and tidy condition as permitted during construction;
- b) Dumpsters shall be regularly emptied and no trash shall be visible;
- c) All sod/trees damaged on the right-of-ways, common areas and/or drainage swale shall be replaced/restored in a timely manner;
- d) All ruts caused by construction vehicles on Owner's lots shall be repaired in a timely manner after construction;
- e) All roadways shall not be affected by spillage, stains or similar other as a result of any construction;
- f) Any lot under construction which abuts the horse trail shall ensure that the horse trail is free and clear of electric wiring or temporary electrical orientated devices or signage or construction debris or other;
- g) Construction vehicles shall not cause any damage to common areas or common elements (gate and entryway); and
- h) All other adopted standards and conditions for lots under construction shall also apply.
- i) All construction shall be in strict compliance with the plans and specifications approved for the project unless during the course of construction a variance in writing has been approved by the Board of Directors for the Homeowner's Association.

SIGNATURE OF OWNER: \_\_\_\_\_

AT ADDRESS: \_\_\_\_\_

DATE OF COMPLETION: \_\_\_\_\_

Please return to: Rampart Properties Inc.  
10012 N. Dale Mabry Hwy.  
Tampa, Fl. 33618  
(813) 963-6400

**Thank you for your contribution towards increasing values in  
Citrus Steeplechase!**

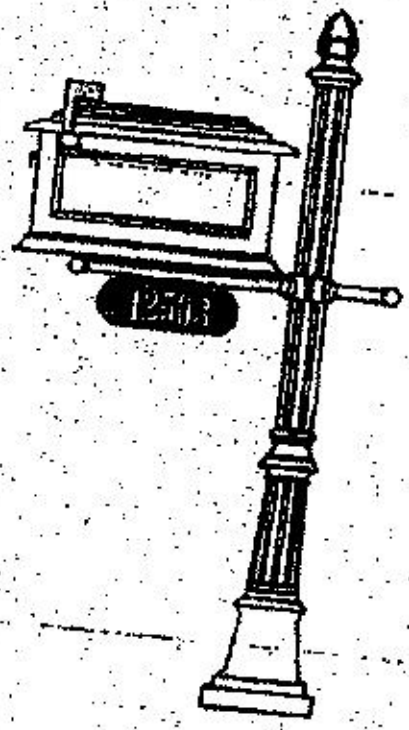


TEL: 813 8187100

# 11

# Steeplechase Mailbox

Gold  
Horse  
Logo



1. 24" cast base.
2. 5.75" acorn finial (3"ID)
3. Cast aluminum banner bracket.
4. 24" cast aluminum base.
5. Cast aluminum mailbox
6. Extruded 3" x 6' x .125" pole, aluminum alloy 6061-T5.
7. Color - Black.
8. Gold aluminum flag.
9. 2 sets gold metallic vinyl house numbers.
10. Direct burial in concrete.
11. \$480.00, inc. tax & installation.
12. PLACEMENT: END OF DRIVEWAY AT STREET. ALLOWED ON EITHER SIDE OF DRIVEWAY.