

# UNIVERSITY PLACE ARCHITECTURAL MODIFICATION REQUESTS

DEPOSIT COMPLETED FORMS IN THE DROPBOX OR EMAIL TO [UPHOA@SUNSTATEMANAGEMENT.COM](mailto:UPHOA@SUNSTATEMANAGEMENT.COM)

FORMS SHOULD BE SUBMITTED BY WEDNESDAY FOR FRIDAY MEETINGS

COMMITTEE MEETS THE FIRST FRIDAY OF EVERY MONTH AT 10 A.M. IN THE COMMUNITY ROOM

- I/We have consulted the Governing Documents and most recent (2019) Architectural Guidelines to determine if our proposed change(s) are permissible.
- All required documents have been provided:
  - Six (6) set of original paint color chips (1" x 1" or larger) for all exterior paint projects
  - Color picture of home exterior or landscape area where changes are to be made
  - New Construction/ Pools: floor/site plan and/or elevations to scale
  - Landscaping: plot diagram including location and list of all plants to be used
  - Pictures and/or samples of materials to be used, including product specifications
  - An official lot survey (pools/spas, fencing, driveways, new construction) noting project boundary lines
  - A Manatee County Permit (Contact [permitting@mymanatee.org](mailto:permitting@mymanatee.org) to determine if your project requires a permit)
- I/We understand that the project should not deviate from what was submitted for approval.
- I/We understand that this application is unique and cannot be compared to other applications either denied or approved.

Homeowner Name(s): \_\_\_\_\_ Date: \_\_\_\_\_

Homeowner(s) Signature(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPOSED IMPROVEMENTS

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Exterior Lighting    | <input type="checkbox"/> Roof                     | <input type="checkbox"/> Windows/Shutters  |
| <input type="checkbox"/> Front/Side Doors     | <input type="checkbox"/> Exterior Paint           | <input type="checkbox"/> Driveway/Entryway |
| <input type="checkbox"/> Garage Doors         | <input type="checkbox"/> Fencing                  | <input type="checkbox"/> Pool/Caging/Patio |
| <input type="checkbox"/> Fountain             | <input type="checkbox"/> Landscaping/Tree Removal | <input type="checkbox"/> Gutters           |
| <input type="checkbox"/> Hurricane Protection | <input type="checkbox"/> Generator/Solar Energy   | <input type="checkbox"/> Other _____       |

## DESCRIPTION OF WORK TO BE DONE:

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

## EXPECTED DATE OF COMPLETION

Adjoining neighbor(s) signature is requested where work is to be completed. *Please note, a signature is not required for approval.*

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

## FOR ARC USE ONLY

- |   |                                 |
|---|---------------------------------|
| <input type="checkbox"/> APPROVED                     | <input type="checkbox"/> TABLED |
| <input type="checkbox"/> APPROVED, WITH MODIFICATIONS | <input type="checkbox"/> DENIED |

NOTES: \_\_\_\_\_

**UNIVERSITY PLACE ARCHITECTURAL MODIFICATION REQUESTS**  
 DEPOSIT COMPLETED FORMS IN THE DROPBOX OR EMAIL TO [UPHOA@SUNSTATEMANAGEMENT.COM](mailto:UPHOA@SUNSTATEMANAGEMENT.COM)  
 FORMS SHOULD BE SUBMITTED BY WEDNESDAY FOR FRIDAY MEETINGS  
 COMMITTEE MEETS THE FIRST FRIDAY OF EVERY MONTH AT 10 A.M. IN THE COMMUNITY ROOM

HOMEOWNER ADDRESS: \_\_\_\_\_

**EXTERIOR PAINT SELECTION FORM**

*Original paint chips (1" x 1" or larger) must be included.*

BODY OF HOUSE	TRIM	FRONT DOOR(S)
Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>	Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>	Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>
FASCIA/GUTTERS	SHUTTERS	GARAGE DOOR
Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>	Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>	Brand/Name: _____ Color Number: _____       <p style="text-align: center;"><i>Attach sample here</i></p>

---

*Exterior color selections should be harmonious with the overall neighborhood aesthetic while allowing for changes in design trends. Consult Section 14 of the Architectural Review Guidelines for direction on appropriate color and/or material selections. The ARC may request paint samples of up to 4' x 4' in size be painted on your home prior to approval. Your application is unique and cannot be compared to other applications either denied or approved.*

---