

# Sanford Hidden Lake Villas Homeowners Association, Inc.

## Shed Approval Form

Architectural Control Committee (ACC) approval for the installation of a shed is required. You must fill out and submit this form prior to purchasing and installing a shed.

**Instructions:** Please fill out this form completely and deliver to the Management company via Postal Mail or Email. Upon approval you will be given a signed copy of this form back. Approval will not be till the next ACC meeting usually the second Tuesday of the month. **There will be no emergency shed approvals.** The applicant must call the City of Sanford building department for the current hurricane, setback, and permit requirements for sheds.

HOA shed requirements. Sheds must be installed in a fenced in yard and cannot be installed in the 10 foot easement behind villas. Wood sheds must be painted same color as the house or villa and all sheds must be in compliance with all current city hurricane, setbacks and zoning ordinances. A copy of your survey or plat must be submitted with this request form showing where the shed will be installed in your yard. **(Applications without survey or plat will not be accepted).**

Upon the final inspection of the shed, if the ACC feels that any of these requirements have not been met, the homeowners will be required to remove the shed and reapply.

Please print Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address where shed will be installed: \_\_\_\_\_

Describe the shed giving the Make, Model, build material, exact dimensions and colors:  
(write on reverse side or blank page if you need more space)

I have called the City of Sanford for city requirements: Y/N: \_\_\_\_\_

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

Mail form and a copy of your survey or plat to  
Sanford Hidden Lake Villa, PO Box 196025, Winter Springs, FL 32719-6025

Or email your form and survey to: **HOAFlorida@aol.com**  
If you have any questions please call the Property Manager at 407-636-6060

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

ACC Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Final approval and verification that the shed was completed in compliance with the HOA requirements: Note any issues.

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

## SANFORD HIDDEN LAKE VILLAS SHED REQUIREMENTS

- Sheds can only be installed in a fenced in yard that meets HOA fence requirements. Yards with picket fences and lake lots must have the shed completely fenced in with a six (6) foot high stockade fence left natural or painted Cape cod grey so that the shed is not visible to neighbors from all sides.
- Sheds cannot be installed in the side yard and only one shed can be installed in a yard.
- You may use any shed that meets all the requirements of the city and HOA. An example is Tuff Shed in Orlando who has shown to meet all HOA and city requirements
- Total dimensions of shed can't exceed 8 feet long, 6 feet deep long and 7 feet 3 ½ inches high which includes slab and shed peak for a kit or stick built shed.
- A City of Sanford shed permit is required. Stick built sheds will require architectural drawing and a building permit. If electricity is ran to a shed it must meet all city code requirements and owner must obtain any additional permits.
- City of Sanford requires that shed manufacturer supply an affidavit that shed will withstand a 110 mph wind gust with manufacturer hurricane kit or hurricane straps installed.
- Shed must be installed at lease four (4) feet from all property lines and structures as per the City of Sanford department of zoning and planning.
- If shed is installed in the yard of a villa shed must be painted same color as the stucco of the villa and if the shed is installed in the yard of a house the shed must be painted the same color as the house siding. (If house and villa colors change so must the shed colors).
- The City of Sanford will inspect the completed shed and concrete slab and a HOA architectural control committee member will sign off the ACC request form that all of the above has been completed. Shed will not be legal and accepted by the HOA until three (3) ACC committee persons gives their final sign off that all these requirements have been completed.
- All illegally installed sheds will be reported to the City of Sanford code enforcement.

**By signing below I acknowledge that I fully understand all the requirements that I must comply with in order to erect a shed.**

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

**Please attach this shed addendum to your ACC request form.**

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**FINAL APPROVAL – Shed will be inspected by the ACC after the shed is completed and the City of Sanford has done their final inspection of the shed.**