

# ROSETTA VILLAS HOME OWNERS ASSOCIATION, INC

## ARCHITECTURAL REVIEW COMMITTEE (ARC) FORM for ROOFING PROJECTS

ARC approval is required prior to the start of all roofing projects. Please complete form and mail to PO Box 196025 Winter Springs, FL 32719 or email to: Betsy@ASCFlorida.com. Selecting from the HOA's pre-approved list will speed up the ARC approval process; otherwise, approval can take up to 30 days from the date your form is received by the Association, so please plan accordingly. Before submitting your proposal, please review the HOA's roofing guidelines at ASCFlorida.com.

(Please follow instructions and answer all questions below - Incomplete forms cannot be processed.)

Owner Name \_\_\_\_\_ Lot # \_\_\_\_\_

Parcel Address \_\_\_\_\_ Orlando, FL 32810

Mailing Address (if different) \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

I propose \_\_\_\_\_

1. **Roofing Materials / Shingle Brand** (circle): GAF or Certainteed  
or write another Brand here \_\_\_\_\_

2. **Specific Shingle Type** (please circle product type): Architectural or 3-Tab

3. **Proposed Shingle Color** \_\_\_\_\_  
Is the shingle type or color different from your current shingle? (circle) Yes / No

4. **PLEASE NOTE: The Drip Edge Trim color must be WHITE.**  
(If your soffit is a different color, you can submit an ARC to paint the drip edge to match the soffit after installation)

5. **Roof vent color** \_\_\_\_\_ **pipe color** \_\_\_\_\_  
(Vent/Pipe colors must match the shingle color as closely as possible. It does not have to be custom matched.)

6. **Please state roofing contractor's name** and list/attach other details (as applicable) here \_\_\_\_\_

7. **Attach shingle sample** along with a copy of estimate, contract, photos, brochure.

8. **Estimated start date** (required) \_\_\_\_\_ **Estimated completion date** \_\_\_\_\_  
Roofing projects should be completed within 4 days from the actual start date.

**Please Note:** All requests and alterations must conform to local (Orange County) zoning, building and setback regulations. The HOA, its Board of Directors assume no responsibility for any defects of design, workmanship or safety of any new construction or improvement by virtue of their approval of an application for exterior improvement.

Owners Signature \_\_\_\_\_ Date \_\_\_\_\_

This application is hereby Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

# **Rosetta Villas HOA Roofing Project Guidelines**

## **(Repair and Replacement)**

All roofing projects (except emergency repairs as outlined below \*) require prior written approval by the HOA's Architectural Review Committee (ARC) form. Owners must submit the ARC form directly to the management company in advance of the project. Please do not rely on your vendor to submit your ARC form for you. As outlined in our roofing guidelines.

**1. Roof Repair Guidelines:** Replacement shingles must be uniform in appearance (i.e., match in color, quality and size) to the existing or current shingles.

**\* Emergency Repair Guidelines:** Homeowners may proceed to take immediate action (i.e. tarping, plastic sheeting) to solve an urgent problem, such as a leak, prior to submitting an ARC form. Upon completion of the emergency repair, you must notify the Association Management within 15 days. Please note: If the repair is not in compliance with the Association's roofing guidelines, further repairs or corrections will be required.

**2. Replacement of the Entire Roof:** Roofing materials (quality, style and color) must be consistent with the materials on the existing roof or with the materials (quality, style and color) on other ARC approved roofs in the subdivision.

- A.) Roofing materials and shingle color must be compatible with the exterior paint colors of the home.
- B.) The drip edge trim (along the edge of roof) must be "White" or match the existing approved fascia color.
- C.) Roof vents and pipe sleeves colors should blend with or closely match the shingle color.
- D.) To preserve the individuality of the homes in the subdivision, shingle color should not be the same on more than three adjacent homes on the same street (e.g., if you are requesting a change in shingle color and the two homes next to you have the same exact shingle color, the ARC may request that you select a different shingle color.)

### **HOA Pre-Approved Shingles**

- **GAF (Timberline Architectural HD) Shingle Colors:**

Driftwood / Barkwood / Slate / Birchwood / Sunset / Brick / Hickory / Shakeswood / Weathered Wood / Charcoal

- **GAF 3Tab Shingle Colors:**

Cypress Tan / Golden Cedar / Weathered Gray / Autumn Brown (3-tab shingle quality must be 20-year warranty or better)

- **Certainteed (Landmark Architectural) Shingle Colors:**

Heather Blend / Driftwood / Burnt Sienna / Weathered Wood / Mojave Tan / Colonial Slate / Georgetown Grey / Sunrise Cedar / Moiré Black

- **Certainteed 3 Tab Shingle Colors:**

Cedar Brown / Burnt Sienna / Weathered Wood / Heather Blend / Dove Grey / Slate Grey / Moiré Black / Oakwood (3-tab shingle quality must be 20-year warranty or better.)

- **Tamko Heritage Shingles Colors:**

Rustic Cedar / Rustic Hickory / Rustic Slate / Shadow Grey / Dessert Sand / Weathered Wood / Rustic Black  
Rustic Redwood - Tamko Premium Heritage upgrade