

Submittals for Steeplechase Architectural Review:

1. 3 sets of architectural plans showing all sides of the house, floor plan, and any other necessary details to describe the house. The plans must be at 1/4" = 1'-0" scale.
Structural details are not necessary.

Note: The front porch **MUST** be at least 150 square feet. That is a county requirement placed on all houses in Steeplechase, as defined in Exhibit "D" of the HOA documents.

A front porch has been defined as being under a roof. A front/side porch has been defined as being connected and under a roof.

2. 3 sets of the site plan showing placement of the house (including all setback dimensions), the location and material of the driveway, and approximate location of well and septic.
3. Color samples of the roof, paint, and any additional exterior materials (stone, brick, etc.) Paint chips from a paint color wheel will be fine, and photos of the roofing and other materials from the manufacturer's catalogue will suffice in lieu of the actual physical sample.

4. A check for \$200.00 made out to Plansource, Inc.

Once submitted, the response time can be up to ten business days. Two copies of the notice and submittals are forwarded to the management company for the Home Owner's Association, and one is retained by this office.

Homeowners who wish to appeal any decisions made by this office may do so by submitting the appeal to the Board of Directors as defined in the HOA documents.

Any re-submittals (additions, exterior remodeling, major changes after approval, etc) prior to issuance of the Certificate of Occupancy or if you wish to delay submitting your colors at the initial submittal is subject to a \$100.00 fee. All documentation as described above must be submitted. Any changes to the residence after the Certificate of Occupancy has been issued should be directed to the Board of Directors.

The submittals can be forwarded to the following address:

Plansource, Inc.
2437 Fox Forest Drive
Lutz, FL 33549

Attention: Randall Smith
Phone: (813) 909-2941

Should you have any questions, please feel free to use the link below to contact us.