



WHOA ARCHITECTURAL REVIEW PROCESS OVERVIEW

Please read and familiarize yourself with this entire document.

Per existing Deed Restrictions, homeowners must have **written approval prior to commencement** from the Wedgefield HOA (WHOA) for changes or additions to lots. These include but are not limited to: new home construction (including lot clearing), additions or major improvements, garages or carports, sheds, barns, accessory buildings, pools, pool enclosures, fences/gates, driveways/extensions, gazebos, pavilions, solar panels, fountains, or any other structure added to a lot. A review of pertinent documents by the architectural control committee is used to determine approval or disapproval of the planned changes. Ranger Drainage District (RDD) approvals and construction permits from Orange County may also be required. If required approvals are missing and changes commence, the homeowner (who is ultimately responsible for their builder or contractor) can be fined by the WHOA, RDD and/or Orange County. Orange County can also require that an unpermitted structure be removed.

Review documents can be scanned and emailed (preferred) to acc@wedgefieldhomeowners.com
-OR- sent by mail to PO Box 905, Christmas, FL 32709. Your review package should contain:

- construction plans* (see pages 3-4 for guidelines)
- plot survey with the proposed change/addition to your property drawn to scale on the survey*
- The checklist found on page 5

* These documents may also be required for RDD review and Orange County permit applications.

Upon receipt of a review package and payment (current amounts are listed on page 2), **the ACC reviewer will scan your submission for completeness.** You will be notified by email of any missing documents, and any needed payment adjustments.

You will need to pay for the review before the review will begin. Instructions for paying electronically (preferred) -OR- by mailing a check are as follows:

Electronically (PREFERRED): <https://wedgefieldhomeowners.com/other-payments-or-fees/>
[in the message box please indicate "ACC for <insert address>"]

By Check made out to and mailed to:
Wedgefield Homeowners Association
P.O. Box 905
Christmas, FL 32709

The ACC reviewer may contact you with requests for additional information or details, which restarts the up-to-30-day review period. Once your review is complete, you will be emailed a completed form for your records.



Homeowners Association

wedgfieldhomeowners.com
PO Box 905 • Christmas, FL 32709

WHOA ARCHITECTURAL REVIEW PAYMENTS

(Revised August 10, 2023)

Including, but not limited to

New Homes; Additions; Improvements; Garages & Carports; Sheds, Barns, & Accessory Buildings; Pools & Enclosures; Fences & Gates; Driveway Extensions; Gazebos & Pavilions; Solar Panels; Fountains

Wedgfield is a “DEED RESTRICTED” Community. **All** residents, whether Wedgfield Homeowners Association (WHOA) Members or not, are subject to the Deed Restrictions. The WHOA is responsible for enforcing the Deed Restrictions within the Wedgfield Community, including review and approval of any new Structure by the Architectural Control Committee. The WHOA covers “City” lots (usually under 1 acre) and “Estate” lots (usually 1 acre+), with specific designations in Exhibit A of the restrictive covenants. The “Reserve” has its own deed restrictions and is not covered by these guidelines. All the properties in Wedgfield are approved for **single-family dwellings only** except those designated on the recorded plats as allowing for duplexes, multi-family residences, or commercial structures.

WHOA Plan Approval PRIOR TO Construction is MANDATORY

Plans shall be submitted to the WHOA Architectural Control Committee (ACC) for approval **prior** to commencement of construction. Approval by the WHOA in no way relieves the applicant of any other approval requirements of the Ranger Drainage District or Orange County Building Department. The current ACC Review Payment Schedule is provided below:

<u>Structure Type</u>	<u>Timely Payment</u>	<u>Delinquent Payment*</u>
New Homes	\$300	up to \$1,200
Additions / Major Exterior Improvements	\$125	\$500
Garages / Carports	\$100	\$400
Sheds ≤ 144 sf	\$60	\$120
Sheds > 144 sf, Barns & Accessory Bldgs.	\$100	\$400
Pools / Enclosures	\$100	\$400
Fences / Gates	\$60	\$120
Driveways / Driveway Extensions	\$60	\$240
Gazebos / Pavilions	\$60	\$240
Solar Panels	\$30	\$120
Landscape water effects (fountains, etc.)	\$30	\$120

Architectural Review is not required for replacements in kind (i.e., identical fence replacements, reroofing, identical sheds).

*Delinquent payment applies if work commences prior to owner obtaining WHOA approval. Review is still required.

*Delinquent payments suspended until October 1, 2023 (including submissions for reviews missed in previous years), for all review submissions outside of the estoppel (property sale/transfer) process.

Current Restrictive Covenants: wedgfieldhomeowners.com/codes-covenants-declarations/

Current Architectural Review Info: wedgfieldhomeowners.com/architecturalreview



Homeowners Association
 wedgefieldhomeowners.com
 PO Box 905 • Christmas, FL 32709

WHOA ARCHITECTURAL REVIEW GUIDELINES

CONSTRUCTION REQUIREMENTS

NOTE: Orange County setback/height/construction/use and other requirements apply and are not listed here!

General

- All houses must be site-built (no prefab, mobile, modular, tiny, container or kit homes) and made of concrete block (not metal or wood).
- Roof pitch for residential structures shall be minimum of 5/12; Roof pitch for barns or sheds shall be a minimum of 4/12
- Size of residence: Maps (Exhibit G) and listings (Exhibits E & F) of each lot and the minimum square footage for a residence on each lot are attached to the Declaration of Restrictive Covenants on the website listed above. Estate minimums range from 1700 to 2200SF.

Garages: Each residence shall have an enclosed garage to accommodate at least two (2) full size automobiles, except for duplexes and multi-family residences.

- Garages in the City and the Villas must be attached
- Garages in the Estates may be detached but cannot be in front of the home or closer to the street than the home for a corner lot.
- Garages must be **constructed of the same material as the residence** and the architectural appearance must match or compliment the appearance of the residence.

Accessory Buildings (Barns, Sheds, Carports, etc.):

- Accessory buildings **shall match or complement the appearance of the residence**.
- Accessory structures must be placed behind the front wall line of the home and not closer to the street than the home for a corner lot.
- Sheds shall be set on a hard improved surface (concrete pad, pavers, block, etc.)
- Sheds are not permitted on golf course lots.

Fences: Fences shall be uniform in construction, design, material, color and pattern, and the fence material shall be a standard material conventionally used by the fencing industry. **No chain link fencing** is allowed except in the Estates as specified below. All fences must be maintained in good repair.

The following also applies to fences in the City and Villas:

- Placement of fences must be behind the front wall line of the Residence.
- Fences shall not be more than six feet (6') in height.
- Fences on lake properties (portion of property facing lake) must be aluminum or steel or picket (color matching remainder of other property fences).

The following also applies to fences on lots on the Golf Course:

- Fences shall be offset a minimum of eight (8) feet from the Golf Course property;
- Fences shall be of metal or vinyl construction with a black or bronze finish.
- Distance between pickets shall be no less than three (3) inches.
- Height of fence from ground elevation to top section shall be a minimum of three (3) feet and a maximum of five (5) feet.

The following also applies to fences in the Estates:

- The requirements listed for the City and Villas above shall also apply to the Estates except that in the Estates, fences are allowed on the perimeter of the lot.
- Chain link is not allowed on the street sides of property, only on sides and rear. For example: if a corner property, chain link can be only on the two sides of property not facing a street.
- The fence forward of the front corner of the house must be 1) see through but not chain link or 2) not greater than 4' in height.

Driveways and Sidewalks: All driveways and sidewalks must be in place at the time of completion of the residence.

- City and Villa driveways shall be poured concrete, pavers, or brick. Asphalt cannot be used in the City but can be in the Estates.
- City and Villa lots facing a street shall be bound by a concrete sidewalk four (4) feet wide and four (4) inches deep, located adjacent to the lot-line and within the street right-of-way. In the Estates, sidewalks are not required.
- Estate lot access gates are required to be fifteen feet (15') in width and have a minimum vertical clearance of fourteen feet (14') to provide access for emergency vehicles.



Homeowners Association

wedgefieldhomeowners.com

PO Box 905 • Christmas, FL 32709

WHOA ARCHITECTURAL REVIEW GUIDELINES (continued)

OTHER INFORMATION

SUBMISSION REQUIREMENTS FOR WHOA ARCHITECTURAL REVIEW

For each new structure, addition, or improvement, the following shall be submitted to the WHOA ACC for review and approval:

- Drawings and documents needed to completely describe the change/addition for the reviewer
- A property survey with the proposed change/addition to your property drawn to scale on the survey, with setback distances from side and front or back lot lines noted
- ACC Review Checklist
- Payment completed to Wedgefield Homeowners Association.

New Home, Garage, or Accessory Building Plans shall adhere to the applicable restrictive covenants and include:

- Site plan
- Elevations (drawings with views of the structure from different directions): front, sides, and rear
- Floor plan
- Living and total square footage
- Pools, pool enclosures
- Garages, outbuildings

Site plans shall be to scale and include:

- Grading and drainage plan
- All hardscapes including driveways, walks, patios, etc.
- Well and septic system layout, elevations and details
- Site features including berms, fountains, etc.
- Fencing location, alignment, setback and specifications

Restrictive Covenants Section 3.4 - Approval or Disapproval by the ACC

The ACC shall promulgate architectural guidelines that shall be published to all residents of Wedgefield; however, the Association has the unilateral power to amend these architectural guidelines as it deems necessary. The architectural guidelines shall not be the exclusive basis for any decision, and compliance with the architectural guidelines does not guarantee approval of any application. The ACC shall have the right to refuse any proposed plans and specifications which, in ACC's sole discretion, are not suitable or desirable. All approvals or disapprovals of the ACC shall be in writing and shall be sent to the respective lot owner [or builder if builder submits the plans]. In the event the ACC fails to approve or disapprove in writing any proposed plans and specifications within thirty (30) days after a **complete** submission to the ACC of such plans and specifications and any and all other reasonably requested information and materials related thereto, then said plans and specifications shall be deemed to have been approved by the ACC and the appropriate written approval delivered forthwith. Any disapprovals by the ACC may be appealed to the Association by the lot owner.

Variance Requests

Submit in writing a request to be heard by the WHOA Board of Directors along with the specific variance requested and supporting documentation regarding the rationale for granting such a request to acc@wedgefieldhomeowners.com. The ACC will present the request at the next regularly scheduled board meeting, generally the first Thursday of each month. You will be notified by email of the board's decision within 48 hours following the meeting of the board. The fee is \$25 for members and \$75 for non-members.



Homeowners Association
wedgfieldhomeowners.com
PO Box 905 • Christmas, FL 32709

WHOA ARCHITECTURAL REVIEW CHECKLIST

Owner: _____ Contractor: _____
Property Street Address: _____ Contractor Address: _____
Phone: _____
Email: _____ Phone: _____
Legal Description Unit: _____ Lot: _____ Email: _____
Block: _____ Contractor License #: _____
Parcel ID: _____ License Expiration Date: _____

Is this lot on the golf course or is it a lake property? Golf Course Lake N/A (circle one)
Structure type(s) (check): New Home Home Addition Major Improvement Detached Garage Carport
 Shed Barn Accessory Building Pool Screen Enclosure Fence/gate
 Driveway/sidewalk Driveway Extension Gazebo Pavilion Solar Panels
 Other _____

(DO NOT WRITE BELOW THIS LINE - FOR ARCHITECTURAL CONTROL COMMITTEE ONLY)

I. Plot Survey / Plans (1 copy)

	Yes	No	N/A	Approved
a. Water/sewer and well/septic shown	___	___	___	___
b. Setbacks and easements shown	___	___	___	___
c. Sidewalk/Driveway plan shown, sidewalk shown (as applicable)	___	___	___	___
d. Final grade elevations	___	___	___	___
e. Monolithic foundation	___	___	___	___
f. Other structures				
1. Additions / Major Improvements	___	___	___	___
2. Garages / Carports	___	___	___	___
3. Sheds / Barns / Accessory Buildings	___	___	___	___
4. Pool / Pool Deck / Screen Enclosure	___	___	___	___
5. Fence / Gates	___	___	___	___
6. Gazebos / Pavilions	___	___	___	___
7. Solar panels	___	___	___	___
8. Landscape water effects (fountains, etc.)	___	___	___	___

II. Building Plans (1 copy)

a. Moved / New Building	___	___	___	___
b. Moved / New construction Sq. Ft. _____	___	___	___	___
c. Living area Sq. Ft. _____	___	___	___	___
d. Exterior treatment noted	___	___	___	___
e. Front and side elevations included	___	___	___	___
f. Two-car garage	___	___	___	___
g. Roof Pitch (minimum of 5/12 for homes, 4/12 for barns)	___	___	___	___
h. Other, specify in detail _____	___	___	___	___

Comments: _____



Reviewed By: _____ Date: _____
Reviewed By: _____ Date: _____

As-Built
Checked:
Date: _____
By: _____