

**Surfside Homeowners Association
Application Form for Development Decisions by the Board of Trustees**

The Restrictive Covenants and Architectural Committee Guidelines of Surfside Estates specify that certain proposed uses and development on the Lots in Surfside Estates and other areas subject to those documents must be reviewed and approved by the Board of Trustees of the Surfside Homeowners Association. Applicants should use this form to apply for any proposed use or development that requires Board approval. Section A of this form must be completed for any proposed use or development that requires Board approval. The remaining sections (B-H) of this form relate to the specific types of uses and developments that require Board Approval. Complete each section relevant to the proposed use or development.

A.

Applicant Name _____

Surfside Address _____

_____ DIV ____ BLK ____ LOT ____

Mailing Address _____

Phone _____ Email _____

This Request is for (check all that apply):

_____ **Section B: Waiver of Minimum Square Footage Requirement for Residences (Restrictive Covenants Section 4.6a)**

_____ **Section C: Commercial Use (Restrictive Covenants Section 2.11)**

_____ **Section D: Commercial Development Standard (Restrictive Covenants Section 4.1.b3)**

_____ **Section E: Height of Multi-Family Residences and Commercial Structures (Restrictive Covenants Section 3.3c)**

_____ **Section F: Commercial Signs (Restrictive Covenants Section 2.8)**

_____ **Section G: Manufacturing Use (Restrictive Covenants Section 2.10)**

_____ **Section H: Variance (Operating Procedure #104, Section 5.6.)**

B. Minimum Square Footage Requirement for Residences (Restrictive Covenants Section 4.6a)

Application Information

Provide a dimensioned site plan, including setbacks, of the subject property showing the proposed structure.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

That waiving the minimum square footage requirement is necessary because of the unusual topography or size of the subject property.

C. Commercial Use (Restrictive Covenants Section 2.11)

Application Information

1. Describe the nature of the proposed commercial use.

2. Provide a scaled site plan showing all setbacks, proposed structures, and other improvements on the subject property.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

1. That either the proposed business or use will provide services and/or products to residents and property owners of Surfside Estates and/or other areas subject to the Restrictive Covenants of Surfside Estates or that it will not have detrimental impacts on properties in the area of the subject property that are subject to the Restrictive Covenants of Surfside Estates.

2. The traffic, noise, odor, light and glare and other specific, reasonably anticipated affects of the proposed business or use will not have unreasonable impacts upon other properties in the area of the subject property that are subject to the Restrictive Covenants of Surfside Estates.

D. Commercial Development Criteria (Restrictive Covenants Section 4.1.b3)

Application Information

Provide a dimensioned site plan showing the setbacks, structure, and all other improvements proposed on the subject property. Also provide an dimensioned elevation showing each façade of the proposed structure.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

1. That the size, scale, orientation and general appearance of the structure will be compatible with its surroundings.

2. That the size, scale, orientation and general appearance of the structures will not unreasonably interfere with any residential use in the area of the subject property that is subject to the Restrictive Covenants of Surfside Estates.

**E. Height of Multi-Family Residences and Commercial Structures
(Restrictive Covenants Section 3.3c)**

Application Information

1. Provide a dimensioned site plan showing the setbacks, structure, and all other improvements proposed on the subject property. Also provide a dimensioned elevation showing each façade of the proposed structure.
2. Provide a map showing the location and height of each structure on all lots adjacent to or directly across the street from the subject property.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

1. That the height of the structure and placement on the subject property will be compatible with its surroundings.

2. That the height of the structure and placement on the subject property will not unreasonably interfere with any residential use in the area of the subject property that is subject to the Restrictive Covenants of Surfside Estates.

F. Commercial Signs (Restrictive Covenants Section 2.8)

Application Information

- a. Provide a photograph or color rendering of the proposed sign and the dimensions of the proposed sign.
- b. If the sign will be illuminated in any manner, please provide information regarding how it will be illuminated (backlight, flood lights, etc.) and the candle power or wattage of the illumination. (Also See Restrictive Covenants Section 2.17)
- c. Please explain why a commercial sign is needed.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

That the size, color, orientation, configuration and lighting, if any, of the sign will be reasonably compatible with its surroundings and not unreasonably interfere with the use and enjoyment of other properties in the area of the subject property that are subject to the Restrictive Covenants of Surfside Estates.

G. Manufacturing Use (Restrictive Covenants Section 2.10)

Application Information

1. Explain the nature of the manufacturing use, including the specific nature of all manufacturing and industrial processes that will be conducted.

2. Provide details regarding any equipment or processes which will l or may cause noise, odor, vibrations, light, glare, particulates or other physical or discernable manifestations of the use beyond the boundaries of the subject property.

3. What are the proposed hours of operation of the use.

4. Describe in detail any aspect or activity related to the use which will be conducted outside of a fully enclosed building.

5. Describe the nature and extent of any anticipated truck pickup or delivery.

6. If the use will involve any hazardous or toxic substances or materials regulated by any federal, state or local government or law, list the substances and materials and provide a management plan, prepared by a qualified professional, regarding the safe handling, storage, usage and disposal of all such substances and materials.

7. Describe in detail any effluent, other than human waste typical of effluent from residential use, that will be generated and describe how this effluent will be disposed of.

8. Do you anticipate obtaining water from Surfside Estates?
 Yes No

If Yes, please provide the anticipated volume of water usage.

Criteria

Please describe how the proposal meets the following criteria (use additional pages if necessary)

1. That the nature of and activities related to the proposed use will be compatible with other properties in the area of the subject property that are subject to the Restrictive Covenants of Surfside Estates.

2. That any reasonably anticipated impacts from the proposed use or activity (including, but not limited to, traffic, noise, light, glare, odor and vibration) will be no greater than what would be anticipated from single-family residential use or, if the Restrictive Covenants permit outright other use on the parcel, the impact that would be anticipated from that other use.

3. That there will be no exterior indication of the manufacturing use or activity on the parcel that is visible from any property line of the parcel.

4. That the proposed uses and activities will not involve or result in pollution of air, water or soil and will not involve the storage, production or use of any hazardous substance as defined by any federal, state or local law.

H. Variance Requests

Application Information

1. Describe the variance or variances from the Restrictive Covenants of Surfside Estates that are requested.

2. Provide a dimensioned site plan that shows the setbacks, structures, and all other improvements proposed on the subject property.

Criteria

Please describe how the proposed variance meets the following criteria (use additional pages if necessary):

1. That because of unusual circumstances related to the size, shape, topography, location, surroundings or setting of the subject property the strict application of the Restrictive Covenants to the subject property will result in undue hardship to the property owner and/or unreasonable restriction on the development of that property.

2. That granting the variance will not be materially detrimental or injurious to other properties or property owners in the area of the subject property.

3. That granting the variance will not constitute a special privilege to the property owner or grant the property owner rights or privileges not enjoyed by other property owners in the area of the subject property.

4. That the variance requested is the minimum necessary to grant the property owner the rights and privileges enjoyed by other property owners in the area of the subject property that are subject to the Restrictive Covenants of Surfside Estates.
