

The Missions Homeowners Association, Inc.
8306 Mills Drive, PMB 302, Miami, FL 33183
sundancerez@aol.com www.sundance-missions.com

All external modifications to properties in the Sundance community must be approved in writing by the Architectural Committee (Covenant, Article VII). These include, but are not restricted to, exterior painting, roofing, changes in external openings, driveways, major changes in landscaping including trees, and fences. **An approval letter must be obtained from the Board before starting any exterior modifications.**

Submit this form via **Email** and a \$10 check payable to **The Missions Homeowners Association** to the address listed above, for exterior work approval(s). See Instructions in second page.

Homeowner(s) name:

Date:

Homeowner(s) Address:

Phone #

Email to send approval letter.

Property: Address (if different from homeowner's):

Block #

Lot #

Brief description of the project: (be specific about measurements, colors, styles, etc.)

Attach fliers describing materials, colors, etc. For roofing, provide a sample tile to a member of the Architectural committee. See instructions Our community is governed by written documents known as the Declaration of Covenants and the By Laws which set forth your rights and obligations as a homeowner. Any homeowner who needs a copy of these documents should download them from the Association website or contact the Association.

Instructions

Roofing:

In the description, indicate the color and style of the tiles.

After submitting the application, a member of the Architectural Control Committee will contact you to deliver the sample tile and the check.

Roof trims must be painted in “black bean” color within 1 month of completed the roofing work. This color must be used every time roof trims are painted.

Driveways:

Provide a scheme of the front yard showing the current driveway and the proposed driveway with dimensions. Indicate materials, color, and surface design. A flier describing the proposed driveway from the contractor with images is very helpful. The expectation is that at least 30% of the surface must remain covered by natural landscaping. A description of the proposed landscaping along with the driveway is necessary.

Windows and Doors:

Indicate color (white or bronze) and style. Images from the contractor’s information showing the final look of the windows are necessary.

Glass tinting is fine but reflective surfaces (Similar to foil) are not acceptable.

Landscaping:

Minor changes or replacement of plants by similar types does not require a permit. Major changes, tree planting or removal must be approved by ACC. Be specific in the description of the new landscape and location of the trees.

Gates and Fences:

Wooden gates and fences are not allowed. Metal or plastic ones must be in white, dark brown or black. Images of similar gates or fences already installed elsewhere are necessary.

How to submit. Submit the form and supporting materials electronically to sundancerez@aol.com. Members of the ACC will contact you for samples, clarification, and the check. Submission by regular mail is accepted but may delay the process by approximately two weeks.

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