



Celebration Residential Owners Association, Inc.
 Celebration Non-Residential Owners Association, Inc.
 851 Celebration Avenue, Celebration, Florida 34747
 Ph 407-566-1200 • Fax 407-566-1210

Townhall@ciramail.com



REQUEST FOR APPROVAL (FLAGS & FLAGPOLES)

Obtain current Design Guidelines and Application from the Association's offices or download from the Celebration Front Porch (<http://www.celebration.fl.us>) using owner ID and password. Select *Guidelines* under the CROA tab.

WHICH PROPERTY TYPE: Single-Family; Townhome/Duplex/Triplex; Condominium

Property Address: _____

Property Owner's Name: _____

Property Owner's Email address: _____ **Phone:** _____

Project Contractor's Name: _____

Project Contractor's Email Address: _____

Project Contractor's Company: _____ **Phone:** _____

1. For a surface-mounted flagpole: Attach a sketch or photo showing mounting location plus flagpole specifications (dimensions, material, color, etc.) **[ALWAYS Required for a surface-mounted flagpole]**
2. For a ground-mounted flagpole: Attach lot survey or plot plan showing installation location plus flagpole specifications (dimensions, material, color, below-ground mounting design. **[ALWAYS Required for a ground-mounted flagpole]**
3. Attach letter of approval from Condominium association **[Required if a condominium]**

() By initialing, property owner authorizes the Association to release information, upon request, concerning this or a similar project for this property to the Contractor named above.

() By initialing, property owner requests notifications for this project by email only (no printed copy will be mailed, reducing Association expenses for paper and postage).

Property owner hereby authorizes the Association and members of the Architectural Review Committee to enter onto the subject property for purposes of confirming information contained on or collected for processing this application and for inspecting the project during execution, upon completion of the project, or upon expiration of the approval.

Owner's Signature and Date:

SPACE BELOW IS FOR ARC USE ONLY

FLAGPOLE				LOT	
				VIL	
RCV	PUR			ACCT	
LOT				CENN	
ARCH				START	COMP



Design Guidelines

Approved by the CROA Board of Directors on 02/26/2013; effective for applications received on or after 02/26/2013.



FLAGS & FLAGPOLES

Cautions

- I. Floor-standing flagpoles are only permitted on a permanent solid surface such as a balcony or front porch. As these are impermanent placements they *do not require ARC approval* but must be appropriately maintained.
- II. These are minimum standards. Property owners are encouraged to consider designs and materials which will result in a higher quality installation and appearance.
- III. Other than a ground-mounted flagpole (as specified below) any type of frame, pole, stake, (etc.) which is either inserted into the ground or stands on the soil or landscape is addressed under the "Yard Decorations" Design Guideline.
- IV. Flagpoles may not be used for any purpose other than the display of approved flags.

Standard Conditions for ALL Flags & Flagpoles applications

Flags

- A. Ensure that location selected will allow the flag to be displayed without touching anything (bushes, trees, gutters, siding, door knobs, etc.)
- B. The term "decorative flag" below includes all flags which are not U.S. national, state or service flags. Decorative flags which are offensive in nature are not permitted.
- C. Flags may not be mounted in a way which causes them to intentionally overlap. For example, the U.S. and State of Florida flags may not be mounted back-to-back to share the same mounting hardware. Or if hung in a window each flag should be seen in its entirety, not overlapping another flag.
- D. Each residential unit may display up to three flags (or two flags plus one Service Flag) visible from the primary street selected from the following:
 1. One *or more* United States flags.
 2. One "Blue Star" or "Gold Star" Service Flag (also known as a Service Banner), not larger than 12 inches by 18 inches – to be hung inside a window. Use of the Service Flag must be in accordance with United State Code, Title 36, Chapter 9 which defines which family members may display the flag, specific conditions of military service, the appropriate color of stars, etc. [If a resident has questions regarding proper use of the Service Flag they may contact the Veterans Club of Celebration for assistance. Current contact information may be obtained from Town Hall at 407 566-1200.]
 3. One flag which represents the United States Army, Navy, Air Force, Marine Corps, Coast Guard, or a POW-MIA flag.
 4. One State of Florida flag (not larger than 4½ feet by 6 feet).
 5. One decorative flag (not larger than 3 feet by 5 feet).
- E. U. S. Flag
 1. The U. S. flag must always be the largest flag displayed and must be displayed in a manner of prominence (either in height or procession).
 2. Must have the union (blue field with stars) at the top and be attached to the flagpole.
- F. Decorative Flags

1. All non-decorative flags must be displayed in a respectful manner.
2. May not be displayed on the same flagpole as a non-decorative flag. (For example, a "*Jump for Joy, Spring Is Here!*" flag may not be mounted on a flagpole simultaneously with a U. S. flag.

Methods of Display

- G. Inside a Window or Attached Directly to the Structure (e.g., an overhead beam)
 1. Only United States flags and Service Banners may be displayed inside a window.
 2. Entire flag surface must be visible. (The flag may not be folded to fit within the window area.)
 3. Must be hung either horizontally or vertically with the union in the upper left corner when viewed from outside the residence.
- H. Surface-Mounted Brackets with Flagpoles
 1. Must be mounted with a bracket which permits the flagpole to be removed easily.
 2. Bracket color may be white, black, silver, gold, brass, natural wood color, or may be painted to match the surface upon which it is mounted.
 3. May only be mounted on a vertical surface:
 - i. Parallel to and facing the street (front façade wall).
 - ii. A minimum of three feet above the level of the bottom of the front entry door.
 - iii. Centered horizontally if mounted on a column.
 - iv. On the fascia above the first floor (may be roof fascia or fascia between first and second floor porches), centered vertically, centered horizontally or spaced equidistant if there is more than one.
 4. Flagpoles
 - i. Must be 9 to 15 inches longer than the longest side dimension of the flag which will be attached.
 - ii. Maximum flagpole diameter is one inch.
 - iii. May be white, black, silver or natural wood color. Entire pole must be the same color.
 - iv. Must have a cap, such as a ball, flying eagle, etc. Cap may be the same color as the flagpole or may be brass, gold-colored or natural wood.
- I. Ground-Mounted Flagpole
 1. Flagpole may not be installed within or upon an easement.
 2. Flagpoles must not obstruct sightlines at intersections.
 3. Flagpole must be vertical. No guy wires or attachments of any type shall be used as additional support for the pole.
 4. The height of the flagpole and any finial or decorative top must be a minimum of 10 feet and a maximum of 20 feet above ground level. No more than one ground-mounted flagpole will be permitted on a single property.
 5. Pole diameter may not be more than 2 inches.
 6. Flagpole must be one piece, aluminum or stainless steel, with a milled finish.
 7. Pole must be installed in a ground sleeve so the flagpole may be removed when a flag is not being displayed; base diameter may not exceed 6 inches.
 8. Recommended size of flag is: 25% to 33% of the height of the pole (above ground) is the minimum length of the flag.

Illumination

- J. It is universal custom to display patriotic flags only from sunrise to sunset. Patriotic flags displayed during the hours of darkness must be properly illuminated which generally means that the stars and stripes (or other design) can be seen readily from a reasonable distance.
- K. The existing lighting on a residential porch or from streetlights may be sufficient to meet the requirement for night illumination. If not, or if the flag is not installed near the front porch lighting, supplemental lighting is required and must also be approved by the

Architectural Review Committee. For consistent level of illumination throughout the night, low-voltage lighting is recommended (see Design Guidelines for “Landscape – Lighting” for more information.)

Maintenance

1. Routine maintenance includes, but is not limited to:
 - A. Cleaning to remove dirt, algae/mildew, rust, etc. from base, mounting bracket and flagpole.
 - B. Paint or replace stand or mounting bracket as needed.
 - C. Replace flag(s) when damaged or faded.
2. Flagpoles must be removed when no flag is attached.
3. Property owners of residences in Service Areas are responsible for maintenance and repairs of leaks or other water intrusion due to installation of a flagpole bracket. Service Area management reserves the right to inspect completed work and may require alteration if the work is inconsistent with the maintenance obligations of the Service Area.