

# REQUEST FOR REVIEW FOR ARCHITECTURAL MODIFICATION

TO: Board of Directors and/or Architectural Control Committee (ACC)

Name of Owner (s):		
Street Address:	Signature:	
Date:	Day Phone:	Evening Phone:

Approval is hereby requested to make the following modification (s), alterations, and/or additions as described below:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Addition                       | <input type="checkbox"/> Hurricane Shutters         | <input type="checkbox"/> Screening Enclosure New |
| <input type="checkbox"/> Doors Identical/New            | <input type="checkbox"/> Landscaping                | <input type="checkbox"/> Wall/Fence              |
| <input type="checkbox"/> Paver Path                     | <input type="checkbox"/> Patio                      | <input type="checkbox"/> Concrete Slab           |
| <input type="checkbox"/> Driveway Extension             | <input type="checkbox"/> Pool                       | <input type="checkbox"/> Awning                  |
| <input type="checkbox"/> Driveway Reseal Identical      | <input type="checkbox"/> Roof Tiles Identical       | <input type="checkbox"/> Light Fixture           |
| <input type="checkbox"/> Exterior Paint Identical Color | <input type="checkbox"/> Satellite Dish 18"/Antenna | <input type="checkbox"/> Other                   |

Description of Request: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**In order to process this application the following applicable information/documents must be provided:**

- Lot Survey with proposed modifications drawn on survey, including any set back distance required.
- The appropriate drawings must show both a Plan View and an Elevation.
- Specifications of the proposed materials/modifications must be included: i.e. (Color, Style, Type of Material).
- Proposed Improvement Contract/Proposal/Building & Zoning Permit Attached.
- Drainage Surface Water Plan Attached.
- Consent Letter from Neighbors.

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 (FOR BOARD OF DIRECTORS USE ONLY)

Date of Application Received: \_\_\_\_\_ Date of Approval/Disapproval: \_\_\_\_\_

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Approved<br><input type="checkbox"/> Disapproved | _____<br>Board of Directors Signature |
|---|---------------------------------------|

**Your approval is subject to the following:**

1. You are responsible for obtaining any necessary permits from the appropriate Building & Zoning Departments.
2. Access to areas of construction is only to be allowed through your property, and you are responsible for any damage done to the common areas elements and/or your neighbor's property during construction.

**Explanation of Disapproval:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**APPROVAL APPLICATION  
FOR REPAINTING EXTERIOR OF ONE'S HOME & FOR MAKING ARCHITECTURAL MODIFICATIONS**

To:

c/o



From: Homeowner's Name \_\_\_\_\_

Block # \_\_\_\_\_ Lot # \_\_\_\_\_ Address \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**FOR THIS APPLICATION TO BE PROCESSED THE FOLLOWING INFORMATION MUST BE ATTACHED:**

1. When Requesting Approval to Paint the Exterior of the Home: Board Approved Exterior Home, Fascia and Trim Color Chart color, color numbers and manufacturer must be clearly stated.
2. When Requesting Approval for Making Architectural Modification/s:
  - a) Sketch of Boundary Survey with proposed modifications drawn on the survey.
  - b) The appropriate drawings showing both a Plan View and Elevation.
  - c) Specifications of the proposed modification/s (i.e., color, style, etc...)

Approval is hereby requested to make the following modification/s, alterations, or addition/s as described herein below and/or on the herewith attached additional pages:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE THAT APPROVAL IS SUBJECT TO THE FOLLOWING:**

1. The Homeowner is responsible for obtaining any necessary permits from the appropriate Building and Zoning Department/s.
2. Access to areas of construction is only to be allowed through the Homeowner's property.
3. The Homeowner is responsible for any damage done, as a result of construction, to other properties and/or to common area spaces.

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**(FOR BOARD OF DIRECTORS USE ONLY)**

Date of Application Received: \_\_\_\_\_ Date of Action Taken: \_\_\_\_\_

APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature of Board of Director)

COMMENTS AND/OR EXPLANATION OF DISAPPROVAL: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_