

REQUEST FOR ARCHITECTURAL APPROVAL - PALMA SOLA TRACE VILLAS HOA

This is a request form to be completed by the homeowner and submitted to the (ACC) Architectural Control Committee for approval BEFORE any work commences. Please complete it in its entirety and deliver to Pat Smith (ACC Chairperson) pstpat@yahoo.com or e-mail the ACC at ACC@PalmaSolaTrace.org

This Section To Be Completed By The Homeowner

NAME: _____ LOT# _____ DATE: _____

ADDRESS: _____ E-MAIL _____

PHONE (HOME): _____ WORK: _____ CELL: _____

Request For Change Landscape Revision Modification Review

DESCRIBE THE CHANGE/ADDITIONS/INSTALLATION: (i.e. pool, screen enclosure, patio, landscaping, sidewalk/driveway pavers, etc.)

GIVE DESCRIPTION: _____

LOCATION: (ATTACH A COPY OF PLOT PLAN/SURVEY SHOWING THE LOCATION OF THE ADDITION OR INSTALLATION -

(MUST BE PROVIDED) - GIVE DESCRIPTION: _____

SPECIFICATIONS: (ATTACH A COPY OF THE PLANS OR A SUITABLE DRAWING OR PICTURE - (MUST BE PROVIDED)

DIMENSIONS: _____

MATERIAL (S): _____

COLOR (S) (SAMPLE OR COLOR CHIP FOR LANAI OR STRUCTURE WORK- MUST BE PROVIDED):

COMPANY/INDIVIDUAL TO PERFORM WORK: _____

ESTIMATED TIME OF COMPLETION: _____

OWNERS PRINTED NAME & SIGNATURE: _____

NOTE: The property owner hereby acknowledges that he/she shall be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules and regulations, code and ordinances: including, without limitation, zoning ordinances, subdivision regulations, and building codes. The ACC shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, codes or ordinances.

This Section To Be Completed By The Architectural Control Committee

REQUEST: DATE APPROVED: _____ DATE DENIED: _____

CHAIRPERSON, ACC: _____

(ACC) COMMENTS OR CONDITIONS: _____

DATE RECEIVED BY ACC: _____ SENT TO HOA: _____ SENT TO HOMEOWNER: _____