

APPLICATION FOR EXTERIOR ALTERATIONS

This application is to be completed by the homeowner and submitted to the Architectural Review Board (ARB)

The ARB will respond to this request within 45 days of its submission.

Fax request with cover sheet to Leigh Quinn at 407-788-7488 or email lquinn@sentrymgmt.com

Work should not commence until approved by the ARB

THIS SECTION TO BE COMPLETED BY THE HOMEOWNER

HOMEOWNER INFORMATION:

DATE: _____ PHONE (evening): _____
NAME: _____ PHONE (daytime): _____
ADDRESS: _____ LOT # _____

DESCRIPTION OF ARCHITECTURAL CHANGE/ADDITION/REMOVAL:

(i.e., fence installation, repaint, tree removal, reroof, repainting, landscaping addition/alteration, pool/screen addition, etc.)

SPECIFICATIONS: (Please attach copy of a plot plan or suitable diagram showing where the changes are being made)

LOCATION: _____

DIMENSIONS: _____

MATERIALS (S): _____

COLOR(S): _____
(The ARB will require samples with the actual color for some items, such as new paint, shingles, etc.)

WORK TO BE DONE BY: Self _____ Other _____

CONTRACTOR'S NAME: _____ PHONE: _____

LICENSED/BONDED?: _____ APPROXIMATE COST \$: _____

PROJECTED START DATE*: _____ COMPLETION DATE*: _____

*Failure to start or complete improvement within time specified above will result in withdrawal of approval unless an extension is requested and approved in writing

All requests must conform to all local zoning and Building Regulations.

Approval by the ARB does not constitute municipal/country building department approval

Once your application is approved by the ARB, it is your responsibility to obtain the necessary permits.

Failure to do obtain the necessary permits will result in withdrawal of approval

THIS SECTION TO BE COMPLETED BY THE ARB

DATE RECEIVED: _____ DATE REVIEWED: _____

APPROVED: YES _____ NO _____

CONDITIONS/COMMENTS: _____

ARB SIGNATURES: _____

