

ARCHITECTURAL CHANGE APPLICATION

C/O J&L Property Management, Inc
10191 W. Sample Rd. #203
Coral Springs, FL 33065

REQUIREMENTS FOR SUBMISSION OF ARB FORMS

Work cannot be started until you receive a signed copy of the approved ARB form. You must include one (1) copy of all of the below information WITH your architectural request or it will not be approved.

DO NOT SUBMIT ANY DOCUMENTS SEPERATELY. PLEASE WAIT UNTIL YOU HAVE ALL OF THE DOCUMENTS BELOW AND THEN SUBMIT YOUR APPLICATION. INCOMPLETE APPLICATIONS WILL NOT BE REVIVED.

OWNER INFORMATION:

- Complete ARB form – Fill in each box indicating colors, materials and proposed work
- A picture of the items that will be installed (Windows, doors, paint samples etc.)

CONTRACTOR INFORMATION:

- A copy of the Contract (does not have to show the price)
- A copy of the Contractor's Insurance (*Made out to the Association, c/o J&L – our address*)
- Workers Comp or Exemption Form
- A copy of the Contractor's License
- A copy of the property Survey or a Site Plan indicating where and what the improvements are (If applicable)

The above referenced “permit/construction type” of drawings should be copies of the same set of drawings that will be submitted to the City Building and Zoning Department for a building construction permit. One set should be signed and sealed by the Engineer and/or Architect of record for our records.

Documents can be returned to Rikki Albert via Fax, Email or Mail

Email: Rikki@jlpropertymgmt.com

Fax: (954) 753-1210 – Please keep in mind that pictures are not very clear when faxed

Mail: J & L Property Management, Inc.
10191 West Sample Road, Suite 203
Coral Springs, FL 33065



COCOPALMS

Architectural Review Request

Part 1 - To be completed by the homeowner (Complete a separate form for each modification.)

Name: _____ Date: _____

Address: _____

Phone Number: _____ Lot #: _____

Expected start date: _____ Expected completion date: _____

Type of Modification requested- include details (*attach color samples, blue prints, survey, etc.*):

Part 2 - To be completed by the ARC

Date Received: _____ Date Reviewed: _____

Recommend Approval

Recommend Denial

Conditions of Approval: _____

Reason for Denial: _____

Signature of Board Member

Date

All work must meet city, state, and county code requirements. The proper permits (if applicable) must be obtained. It is highly recommended that you make certain that your contractor is licensed and insured before beginning work.

Cocopalms Architectural Review Committee

Coconut Creek, FL 33063

October 08, 2003

BASIC PROPERTY EXTERIOR STANDARDS:

(1) All homes must have complete, healthy and well maintained landscaping.

(a) A hedgeline is recommended for it's ease of maintenance. The hedgeline must be dense. The height of the hedgeline is not to exceed the lower edge of the white trim line on the base color. The following plants are suggested for use because of their ease of maintenance and drought tolerance: Serinam Cherry, Cocoblum, Vibernum Hedge, or Sword Ferns. Plants that present a stalky, sparse appearance are not to be used for a hedgeline. Those plants include but are not limited to Hawaiian Ti, Crotons, etc.

(b) After obtaining prior ARC approval, planting beds that are fully planted, mulched, and edged may be permitted. A request form specifying the type of plantings to be used and decorative items must first be reviewed by the ARC. All dying fronds, limbs, plants, etc. must be regularly trimmed or removed and replaced as necessary to maintain a full and complete appearance. Climbing plants that physically attach to the exterior of the home are not permitted. In the event that the homeowner fails to maintain the planting beds they will be required to remove the planting bed and replace it with a hedgeline at their expense.

(c) Decorative elements: All decorative items must be complementary to the property in both quantity and appearance. Any item appearing to be "recycled" refuse, rusted items, plastic pots, etc. are NOT to be incorporated into the landscape design. A maximum of five (5) decorative elements may be used on any one property. Those elements include but are not limited to pots, landscape art, signs, bird feeders, statuary, etc. Their size and scale must be viewed as tasteful and appropriate by the ARC. If landscaping rocks are used there must be no visible mold or other distracting stains.

(d) Gardening Equipment. All shovels, rakes, buckets, hoses, etc. are to be kept out of view when not in use. Garden hoses may be stored in a decorative pot or mounted out of view on the exterior wall.

(e) Plastic landscaping borders if used in the landscaping are to be properly installed in the ground.

(f) Lawn maintenance: Yard must be regularly mowed and edged. Dead or dying sod must be replaced promptly.

(2) Window mounted fans & room a/c units visible from the street are prohibited. Any utility equipment including rain sensors for sprinkler systems installed by the homeowner or designated installer are to be mounted in a location not visible from the street.

ARC Committee Members: Cliff Clark, Geneva Crawford, Barbara Lorne, John Martin



29501 Maple Forge
Red Orange, Maroon Streaks



2664 Terracambra Range
Terracotta Range



2555 Alhambra -
Hueso/Terracotta,