

ARCHITECTURAL CHANGE APPLICATION

C/O J&L Property Management, Inc
10191 W. Sample Rd. #203
Coral Springs, FL 33065
Office: (954) 753-7966 Fax: (954) 753-1210
Www.jlpropertymgmt.com

REQUIREMENTS FOR SUBMISSION OF ARB FORMS

- Work cannot be started until you receive back the architectural form signed and approved.
- If you are doing the work yourself, put “Homeowner” next to “Contractor Name” on the Architectural Change Application. Only submit documents 1-4 that are listed below.
- Include one (1) copy of the documents listed below **WITH** your architectural request or it may not be accepted if it’s incomplete.
- The unit owner is responsible for obtaining necessary permits required from the City.
- The unit owner is responsible for any and all damages to Association property and any utilities, including sewer, water, cable, electric and telephone.
- The unit owner must remove all debris off Association property from the work that is being done.
- Other conditions may be applicable and may be determined or stipulated on an individual basis.
- Please note: If you are part of a Master Association, you will be required to obtain approval from them as well prior to starting any work.

DOCUMENTS LISTED BELOW MUST BE SUBMITTED BACK WITH YOUR REQUEST:

1. Complete ARB form – Fill in each box indicating colors, materials, and proposed work
2. Indemnity Letter - NOTARIZED
3. A picture of the item/material that will be installed or used for your request (Windows, doors, paint samples, etc.)
4. A copy of the property Survey or a Site Plan indicating where and what the improvements are (If applicable)
5. A copy of the Contractor’s License
6. A copy of the Contract detailing the work (does not have to show the price)
7. A copy of the Contractor’s General Liability Insurance Certificate & Workers Comp Certificate or Exemption form. The General Liability Certificate and Workers Comp Certificate must be made out to your Association as follows:

HAMSPHIRE HOMES IN SUNRISE, HOA, INC.

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

Documents can be returned to J&L Property Management via Emailed, mailed or dropped off to our office. Below is the information for your records.

Email: Arcrequests@jlpropertymgmt.com

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

Architectural Review Board Form

ASSOCIATION NAME :

HAMPSHIRE HOMES IN SUNRISE, HOA INC.,

Homeowner Name: _____ Email: _____

Address: _____ Phone #: _____

Contractor Name: _____ License #: _____

Address: _____ Phone #: _____

	List Materials To Be Used:	Type/Style:	Color
Roof:			
Painting Exterior Walls:			
Fascia:			
Patio Screen Encl:			
Privacy Fence:			
Driveway/Walk:			
Shutters:	# of Shutters		
Windows/Doors:	# of Windows: # of Doors:		
Other:			

OFFICE USE ONLY

The Architectural Drawings for improvements on the above lot have been reviewed by the Architectural Control Board and have been:

Approved Approved with Comments Denied

Comments: _____

Chairman/Committee Member

Date: _____

INDEMNITY LETTER

(Unit Owner Name)

Date: _____

To Whom It May Concern:

I, the undersigned, agree to indemnify and hold harmless **HAMSPHIRE HOMES IN SUNRISE, HOA, INC.** from any and all liability, defense costs, including attorney fees and all other fees incidental to defense, loss or damage **HAMSPHIRE HOMES IN SUNRISE, HOA, INC.** may suffer as a result of claims, demands, costs or judgments against it arising from the work.

(Signature of Owner)

Street Address

(Print Name of Owner)

City, State, Zip

ACKNOWLEDGEMENT

STATE OF FLORIDA,
COUNTY OF _____

Before me personally appeared _____ to me well known and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that _____ executed said instrument for the purposes therein expressed.

NOTARY PUBLIC – STATE OF FLORIDA

MY COMMISSION EXPIRES

Fences all will be Shadow Box style made of Wood, Composite Wood, Metal or PVC Vinyl. Approved colors; White, Natural Tan, Dark Brown. (old color was Cherrywood) Cherrywood was dropped. Except for homes that already were using this color, not used for new fences.

Exception: Fences along the lake side only, must be four feet in height may be Chain Link Green, Black Chain Link, Open railing (like that which is featured on the walkways in front of community homes) White or Dark Brown in color.

Doors were approved by a previous board for Varnished Natural Wood color, SW 7006 Extra White, SW 7048 Bronze and Impact Glass with these color trims.

Note: Now that we have voted on Garage Door colors Why not have the entrance doors match.

Charcoal Gray is not one of the approved colors for fencing or doors.

about the entrance gates, material wood, natural or the old terracotta color.

The board added that neighbors can paint their garage doors and trim of the roof.

1) Garage door colors, Option 1, SW 7006 Extra white, Option 2, SW 7048 Urbane Bronze, Option 3, SW 7020 Black Fox, look like dark brown.

2) Trim only Roof, Drip edge or flashing)

Option 1, SW 9183 Dark Clove

Option 2, SW 7006 Extra White

All these colors are in the SW book.