

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:

CYPRESS COVE OF MARGATE HOMEOWNERS ASSOCIATION, 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 REQUEST FORM

CYPRESS COVE OF MARGATE

c/o J & L Property Management

10191 W SAMPLE ROAD, SUITE 203, CORAL SPRINGS, FL 33065

OFFICE: (954) 753-7966

OWNER NAME: _____ DATE: _____

ADDRESS: _____

LOT NUMBER: _____ PHONE: _____ ALT. PHONE: _____

E-MAIL: _____

Description of work:

Request will not be complete without type of materials used:

Metal _____ Plastic _____ Wood _____ Screen _____ Cement _____ Tile _____ Canvas _____
Aluminum _____

COLOR OF MATERIALS: _____ HEIGHT AT HIGHEST POINT: _____

FULL DIMENSIONS: (L x W x H): _____ MANUFAC SPECS / BROCH _____

COLOR SWATCHES _____ ROOF SAMPLE _____ COPY OF SURVEY _____

START DATE _____ COMPLETE DATE _____

COPY OF SITE PLAN SHOWING DESCRIPTION AND LOCATION _____

CONTRACTOR NAME & EMAIL _____

COPY OF LICENSE, CERTIFICATE OF LIABILITY & WORKERS COMP _____

GARAGE DOORS & TRIM MUST BE PAINTED WHITE

POOLS AND PERMANENT STRUCTURES REQUIRE PERFORMANCE BOND OR APPLICATION ATTACHED.

PROJECT TO BE COMPLETED WITHIN 180 DAYS OF CITY OF MARGATE BUILDING PERMIT ISSUE DATE.

OWNER SIGNATURE _____ 2ND OWNER _____

APPROVED BY _____ DATE _____

DISAPPROVED BY _____ DATE _____

CONDITIONALLY APPROVED BY _____ DATE _____

INDEMNITY LETTER

(Unit Owner Name)

Date: _____

To Whom It May Concern:

I, the undersigned, agree to indemnify and hold harmless **CYPRESS COVE OF MARGATE HOMEOWNERS' ASSOCIATION, INC.** from any and all liability, defense costs, including attorney fees and all other fees incidental to defense, loss or damage **CYPRESS COVE OF MARGATE HOMEOWNERS' ASSOCIATION, 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

Architectural Guidelines

Please submit the following with your application form:

- Paint/color chips or sample must be included for ALL Painting.
- Brochure with specifications.
- Color of any submittal must be on the form.
- Roof tile samples may be left at house by garage.
- Survey (Marked with Locations) for windows, doors, fences, driveways, additions, screen enclosures and any other structural modifications including landscape changes.
- Hurricane shutters must be marked on a footprint of the house with type/style of shutter indicated for each window.
- Satellite dish installations must include wiring/location drawings.
- Sample of flooring and sound proofing must be provided.
- Copy of Contractor's license must be current and be for the county in which the homeowner lives.
- Contractor's certificate of liability insurance (naming the Association as Certificate Holder)
Cypress Cove HOA
c/o J & L Property Mgmt
10191 W Sample Ste #203
Coral Springs, FL 33065
- Contractor's workers' compensation or exemption needs to have as the additional certificate holder: the name and address of location where the work is being done. **(homeowners with their home address)**

Color Name	Color Name Valspar	Lowe's #	Color Name HGSW	Lowe's #
Painter's White	Vanilla Stream	Valspar 2006-10C	Ghost Pines	HGSW 2477
Pale Lemon	Cuddle	Valspar 3005-4B	Lime Gelato	HGSW 1226
Peach Powder	Crème Brulee	Valspar 2008-6C	Cashmere Glow	HGSW 2127
Oyster White	Classic Buff	Valspar 3006-10B	Diamond Weave	HGSW 3166
Fortress Stone	Moose Mousse	Valspar 3003-10A	Tawny Owl	HGSW 2505
Silver Trophy	Gravity	Valspar 4005-1B	Latitude	HGSW 1446
Delicate Yellow	Yellow Bliss	Valspar 3008-4C	Lilting Lily	HGSW 1186
Eurolimen	Pam's Lace	Valspar 7006-7	Creamy	HGSW 4033
Pebbled Courtyard	Tagsale Linen	Valspar 3001-10C	Laid Back Beige	HGSW 3127
Wild Porcini	New Penny	Valspar 3001-8B	Linwood Sands	HGSW 2506
Manhattan Mist	Fragile Blue	Valspar 7004-10	Olympus White	HGSW 1447
Gentle Rain	Tempered Gray	Valspar 4004-1A	Passive	HGSW 1487
Hemlock Bud	Sea Cove	Valspar 7005-5	Light Moss	Valspar 7005-23
Pineapple Fizz	Glided Endive	Valspar 7003-22	Enlightenment	Valspar 3003-2C
		Sherwin Williams -		
	TATAMI TAN	SW6116		HGSW - 6116

Garage Doors, Front Doors and Mailboxes

White only	Ultra White		Ultra White	
Wood Fenses				
Russet	Soul Chocalate	Valspar 2011-9	Igneous Rock	HGSW 3031

Driveway Stain

Home Depot	Lowe's H&C Stain			
#815 Pacific Fog	HC132 Gull Gray		HC222 Stormy Weather	
#842 Firethorn				

TERRACOTA OR GOLD DUST -NO MIXING COLORS

ROOF SAMPLE NEEDED TO BE PLACE BY THE GARAGE

Terracotta - roof tile:



Previously approved roof colors:

MAPLE FORGE - RED ORANGE

TERRACATTA RANGE - MALIBU

CANYON CLAY - ESTATE

KONA – RED RANGE

Gold Dust: DISCONTINUED – BLEND NOT PERMITTED



2698 Kona Red Range - Red Range

