

Palm Lake HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARB) APPLICATION
MAIL APPLICATION AND REQUIRED DOCUMENTS TO: P.O. BOX 311, WINDERMERE, FL 34786
OR EMAIL TO: PalmLakeHOA.ARB@gmail.com

Name _____ Email _____
Property Address _____
Mailing Address _____ City _____ State _____ Zip _____
Phone (s) Home _____ Work _____ Fax _____

In accordance with the Declaration of Covenants, Conditions, Restrictions, Easements and Reservations, and the Rules and Regulations, installation must conform to this approval and the Association's governing documents.

I hereby request your consent to make the following changes, alterations, renovations and/ or additions to my property.

- Fence Swimming Pool Lawn Ornament Patio Screen Enclosure
 Exterior Color Landscaping Lawn Replacement Driveway Other _____

Description: _____

Submit this application with supporting documents (drawings, color or material samples, property survey, or drawing that shows the locations of the proposed change, alteration, renovation or addition, etc.).

NOTE: APPLICATIONS SUBMITTED WITHOUT THE PROPER SUPPORTING DOCUMENTATION WILL BE CONSIDERED INCOMPLETE. IF AN APPLICATION IS INCOMPLETE, IT WILL NOT BE PROCESSED AND WILL BE RETURNED TO YOU.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS.

1. **No work will begin until written approval is received from the ARB.** I have 1 year from the approval date to complete the work. If not, then I must reapply for ARB approval.
2. I as the homeowner have verified that the requested work complies with the HOAs CC&R's as well as the Rules and Regulations.
3. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
4. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
5. I assume all liability and will be responsible for any and all damages to other lots and / or common area, which may result from performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
7. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
8. **Upon receipt of this application and all required supporting documentation, a decision by the ARB will be made within 14 days. I will be notified in writing when the application is either approved or denied.**
9. This approval is not final but is contingent upon the following:
 - Completion of the project as described and/or illustrated in the ARB application.
 - Final inspection must be performed by a representative of the ARB Board.
10. The work is anticipated to start on _____ and to be completed by _____.
11. Attached are the following documents to further explain what improvements/changes are being done:

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE GOVERNING DOCUMENTS WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

Printed Name of Owner(s) _____

Do Not Write Below This Line

This Application is hereby: Approved Approved with restrictions see comments Denied

Date Approved: _____ Date of Inspection of Completed Work _____ Date of Final Approval _____

Signature _____ Signature _____ Signature _____

Printed Name: _____ Printed Name: _____ Printed Name _____

Comments Use this section to list anything that may be approved with restrictions or reason for denial _____
