

REQUEST FOR ARCHITECTURAL and/or LANDSCAPE APPROVAL

This is a request form to be completed by the homeowner and submitted to the (AC) Architectural (LC) Landscape Committee for approval **BEFORE** any work commences. Please complete in its entirety and send to James Ro, Sunvast Properties, Inc., info@sunvast.net; 321 Interstate Blvd., Sarasota, FL 34240. This applies to **all** repair/replacement/or new projects)

THIS SECTION TO BE COMPLETED BY THE HOMEOWNER - PLEASE PRINT or TYPE

NAME: _____ **DATE:** _____

ADDRESS: _____

PHONE (Home): _____ **MOBILE:** _____

EMAIL ADDRESS: _____

Describe the change/repair/addition/installation: (i.e. Screen enclosure, patio pavers, any landscaping, sidewalk/driveway, etc.)

SPECIFICATIONS: Identify the exact location, copy of the plot plans (drawing or picture) must be provided.

DIMENSIONS: _____

MATERIALS: _____

COLOR(s): _____

ESTIMATED TIME OF COMPLETION: _____

NOTE: Per the Governing documents: OWNERS ARE RESPONSIBLE FOR THE WORK/ACTION OF PERSONS UNDER THEIR EMPLOY, DIRECTION OR AUTHORITY. Please supervise the work to ensure that damage to common areas does not occur or is corrected. ALL REQUESTS MUST CONFORM TO THE LOCAL ZONING AND BUILDING REGULATIONS AND OWNERS ARE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS IF YOUR REQUEST IS APPROVED.

PLEASE DO NOT WRITE BELOW THIS LINE

REQUEST: DATE APPROVED _____ **DATE DENIED** _____

AUTHORIZED SIGNATURE _____

Architecture Committee/ Landscaping Committee Comments or Conditions: _____

DATE RECEIVED: _____ **SENT TO AC/LC:** _____ **SENT TO H/O:** _____