

**ARCHITECTURAL REVIEW COMMITTEE REQUEST  
FOR APPROVAL TO MODIFY PROPERTY**

DATE: \_\_\_\_\_  
NAME OF APPLICANT(S): \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
TELEPHONE NUMBER: (H) \_\_\_\_\_ (O) \_\_\_\_\_ (C) \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_

**INSTRUCTIONS – CONDITIONS FOR APPROVAL**

1. This application will not be processed unless signed by applicant(s) where indicated \*and the required supporting material is submitted.
2. All requests for building additions, screen rooms, fences, swimming pools, landscape improvements or other such improvements must be accompanied by an original signed and sealed survey of the property. Two complete sets of plans and specifications prepared by an architect, engineer, private contractor or other properly licensed individual shall be attached to this application.
3. Information contained in these plans and specifications must show the nature, kind, shape, height, materials, color and location of the requested change or alteration. Color chips are required when painting your home. A sample roof tile is required when re-roofing.
4. As a condition precedent to granting any request for a change, alteration or addition, the applicant, his heirs and assigns, hereby assumes sole responsibility for the repair, maintenance or replacement of any such addition, alteration or change and agrees to maintain the same in the approved condition.
5. **PLEASE ATTACH CONTRACTOR’S LICENSE AND CERTIFICATE OF INSURANCE: naming “THE \_\_\_\_\_ ASSOCIATION, INC.” as the certificate holder.**
6. Homeowner agrees to indemnify the Association for any and all damages, claims or lawsuits resulting from your contractor(s) not carrying proper liability insurance, workman’s compensation, etc.
7. Should homeowner or contractor not observe the proper setback requirements and/or easements, the Association may need to request the addition be modified or removed when the error is brought to its attention.
8. Any damage to any common area(s) as a result of this modification is solely the responsibility of the homeowner.
9. All materials (i.e.: lumber, debris, paint cans, etc.) must be properly discarded.
10. No contractor may display a sign on the property (or it may be removed without notice).
11. Approval of this request does not constitute approval of the structural integrity of the requested modification and is intended solely to maintain harmonious visual aesthetics within the community.
12. All applicable government permits or approvals must be obtained by the applicant and submitted to the board prior to construction and final inspections are completed.
13. No work may commence until this form has been processed and returned to the applicant signed by an authorized representative of the Board.

**PLEASE RETURN FORMS AND ALL INFORMATION TO:**

**Grant Property Management  
7124 N. Nob Hill Road  
Tamarac, FL 33321  
954-718-9903  
gpmbroward@grantmgmt.com**

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In accordance with, and in understanding the requirements of, the Declaration of Covenants, Conditions and Restrictions of the governing Documents of the Community, to which I belong and in acknowledgement of, and in agreement with, the above stated conditions, I/we make application for the following addition, modification, change or improvement upon my/our property. (Describe in detail the modification requested and sign this form where indicated. If more space is needed, please use reverse side)

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Signature of Applicant

Print Name of Applicant

**ASSOCIATION ACTION TAKEN:**

Your request is:  **APPROVED**  **CONDITIONALLY APPROVED**

**DISAPPROVED**  **INCOMPLETE**

The following additional information is required, or approval is conditioned upon:

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By: \_\_\_\_\_ Date: \_\_\_\_\_  
Association Authorization