

**INDIGO LAKES HOA ARCHITECTURAL REVIEW COMMITTEE
REQUEST FOR MODIFICATION**

I/We _____ hereby request approval by the Architectural Review Committee for the modification shown below of Lot #: _____

Street Address: _____
Phone #: _____
Email: _____

ARCHITECTURAL REQUEST FORM

A. Any Unit Owner proposing to make any alteration, addition, improvement, or change to any outside portion of the Owner's Unit, must first obtain written approval from the Architectural Review Committee. The following list includes, but is not limited to, examples of unit alterations and required information:

1. Fences

Survey indicating the proposed fence location with respect to property lines and existing easements and improvements.

Type of fence including materials, height, drawings, color, finish and decorative style (in accordance with materials, colors, and applications specified in the Community documents).

Location and swing of gate(s) (with appropriate set-back, as per City code).

Proposed landscaping plan surrounding fence (see 7 below).

2. Painting

Identify color scheme from Indigo Lakes approved color palette, including proposed color name and color number for BODY, TRIM, GARAGE DOOR, and FRONT DOOR.

3. Driveways

Survey indicating location of proposed driveway installation.

Type of driveway material (e.g., brick pavers, stamped concrete, concrete slab, etc.).

Provide color and pattern information with color sample pictures.

4. Screen Enclosures

Survey depicting location of proposed enclosure.

Description of proposed type of screen enclosure.

Plans and specifications provided by the contractor indicating dimensions, height, screen roof type, location(s) of screen doors and accessories. Kick plates will be considered by the ARC depending on unit location and proximity to lakes.

Plan and elevation views of screen enclosure.

Identify coping material color, with photo samples.

Proposed landscaping plans surrounding enclosure (see 7 below).

5. Pool Additions

Survey depicting location of proposed position on lot.

Architectural rendering.

Plans for fencing or screening (see 1 & 4 above).

Identify pool deck type, color and pattern, with photo samples.

Identify coping material color, with photo samples.

Proposed landscaping plans surrounding pool (see 7 below)

6. Room Additions

Survey depicting location of proposed addition on lot.

Architectural drawings including plan and elevation views.

Identify exterior paint color (see 2 above).

Provide roof color, with photo samples. Roof material and color must match existing house.

Proposed landscaping (see 7 below).

7. Landscaping

Survey depicting location of existing planting with respect to property lines and existing easements and improvements.

Drawing illustrating placement of proposed landscaping.

Description of proposed landscaping including type, height, and quality of planting materials.

Note: Any architectural renderings submitted to the ARC, will not be returned to the applicant.

- B. Submit the scope, plans, sketches, and/or details of the work to be performed to the Property Management representative.**
- C. Use only qualified and licensed contractors to perform the work.**

- D. Work performed will take place on weekdays only during the hours of 8:00 AM to 6:00 PM, and in no case be a nuisance to other Unit Owners.

General statement of what modifications are being proposed. Use additional sheets if necessary:

Please attach the following, required information:

- Sketch, including the location(s) and dimensions of the proposed modification on a scanned copy of your property survey.
- Copy of any applicable building permits.
- Color sample photos of proposed materials, if applicable. Attach to additional sheets as necessary.
- Other.

Specify:

HOMEOWNER AFFADVIT:

I/We have read, understand, and agree to abide by the Covenants & Restrictions of the Indigo Lakes Community Association and agree by them. I understand and in return for approval agree to be responsible for the following:

Upon approval of my request for this modification, I/We will assume all liability for any damage incurred because of this modification as well as any additional maintenance costs that may be incurred.

I/We also agree to obtain and attach any permits, licenses, and liability insurance of contractor(s) that may be required by all governmental agencies for this modification.

I/We also agree to be responsible for the cost of removal and restoration of the alteration, when the Association needs to have access to the common/limited common elements for repairs or replacements.

I/We agree to comply with provisional conditions of acceptance (if any) and to complete the project according to the approved plans.

I/We understand that the ARC does not review and assumes no responsibility for the adequacy, capacity, or safety features of the proposed construction, alteration, or addition:

- for soil erosion of incomplete or unstable soil conditions;
- for mechanical, electrical, or any other technical design requirements for the proposed construction or alteration; and
- for performance, workmanship, or quality of work of any contractor or of the complete alteration or description.

I/We agree to abide by the decision of the ARC or the Board of Directors. If modification is not approved or documents not comply, I may be subject to court action by the Association, and in such event, I shall be responsible for all attorneys' fees.

Disclaimer: The ARC attempts to meet once a month at the Indigo Lakes Community Association Board of Directors meeting which is held on the second Tuesday of the month at 7:30 PM. The ARC may meet at any time it deems necessary. Any ARC provisional approval or denial can be appealed, in person, before the Board of Directors at a regularly scheduled monthly meeting.

Homeowner(s) Signature:

_____ Date: _____

_____ Date: _____

The above request for modification to Lot #: _____ is hereby:

APPROVED _____

APPROVED SUBJECT TO THE FOLLOWING PROVISIONS _____

Reason: _____

DENIED _____

Reason: _____

ADDITIONAL ARC COMMENTS:

ARC Signatures:

_____ Date: _____
_____ Date: _____
_____ Date: _____

Please mail, fax, or email scanned pdf of ARC Request Form with additional required information to:

M&M Property Management
Attn: Mr. Robert Miller
1280 SW 36th Ave
#305
Pompano Beach, Florida 33069
954-582-4400
robert@mmpm.us