



C/o CMC Management, Inc  
2950 Jog Road Greenacres, FL 33467

## ARCHITECTURAL REVIEW FORM Application for Modification/Request for Approval

### Instructions:

The community and each lot are governed by the Governing Documents, Rules and Restrictions and By-Laws of this Association. The design and use of the properties must be in harmony with the nature of the community as determined by the Board of Directors.

This form must be filled out completely and turned into the Association office or The Property Managers office at CMC prior to any remodeling, construction or improvement to the interior or exterior of any individual home including, but not limited to, impact windows, hurricane protection, (shutters) gutters, re-roofing, downspouts, porches, coach lighting and landscaping. All contractors must be licensed and insured.

*\*No unit owner shall make or is allowed to make any alterations, additions or modifications to his unit without prior written approval of the Association. No unit owner shall cause any improvements or changes to be made to the exterior of the home, patio or landscape including painting, coach lighting, re-roofing or other decorations.*

**IN ORDER TO PROCESS THIS APPLICATION, THE FOLLOWING ITEMS MUST BE ATTACHED. INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT WITHOUT APPROVAL.**

- *Copies of Contractor's VALID LICENSE and VALID CERTIFICATES of INSURANCE must be attached to this application before approval can be granted.*
- *Appropriate drawings, specifications (color, style, size, samples, etc.) must be attached.*
- *After the ARF application is approved all applicable permits and Governmental authority approval must be secured prior to the commencement of any work. A copy of the permits or approvals must be submitted to the Architectural Review Committee, via the Property manager at CMC for filing after Palm Beach County approval ASAP.*

**FOR LANDSCAPING, PLEASE NOTE THE FOLLOWING:**

- *All landscape plantings, modifications MUST be approved by the Board of Directors or the ARC.*
- **When in Doubt submit an application for review.**



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**ARCHITECTURAL REVIEW FORM**  
**Application for Modification/Request for Approval**

Date: \_\_\_\_\_

Owner(s) Name(s): \_\_\_\_\_

Address: \_\_\_\_\_, Boynton Beach, FL 33436 Lot # \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Expected date of commencement: \_\_\_\_\_ and completion \_\_\_\_\_

*Proposed Modifications:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Copies of Contractor's Insurance, and License are attached: YES  NO

By my signature below, I \_\_\_\_\_ read the instructions and understand that all applicable regulations and requirements must be adhered to. An ARF application for modification request must first be submitted for approval by the ARC or the Board of Directors. All applicable permits and/or Governmental authority approvals must then be secured prior to the commencement of any work. A copy of permits and approval must be submitted to the ARC for filing after approval ASAP. In addition, I accept the responsibility for, and will repair at my own expense, any damage to the Associations property created as a result of this modification. I also understand that any modifications, additions or deletions made to the original plan after approval, will void this approval and require a new application to be submitted and reviewed. I also understand that if work is not completed within **90 days of the date of the approval**, the approval will be null and void and a new application will be required.

\*\*\*\*\*FOR BOARD OF DIRECTORS OR ARC USE ONLY\*\*\*\*\*

Approved       Disapproved

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of ARC/Board Member: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of ARC/Board Member: \_\_\_\_\_ Date: \_\_\_\_\_

Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

