

ARC Approval Request Form

This request form is to be completed by the homeowner and submitted to the ARC for approval **BEFORE** any work commences. Please refer to your Declaration of Covenants, Conditions and Restrictions for information on the ARC.
***All applications must have the Homeowners affidavit disclaimer/release PLUS vendor license and insurance attached.**

THIS SECTION TO BE COMPLETED BY HOMEOWNER

Association Name: Emerald Gardens Homeowners Association, Inc. Date: _____

Name: _____

Property Address: _____ Lot #: _____

Phone: _____ Email Address: _____

DETAILED DESCRIPTION:

LOCATION:

(Attach a copy of a survey map, site plan with a suitable diagram showing where the addition/change is located)

SPECIFICATIONS:

**All applications must include detailed copies of plans, diagrams or pictures of materials to be used, paint/material color sample(s), landscape drawings showing changes or additions, etc.
Applications submitted without detailed specifications will not be reviewed.**

All requests must conform to all local zoning and building regulations and include all necessary permits.

SECTION TO BE COMPLETED BY ARCHITECTURAL REVIEW COMMITTEE

REQUEST: Date Approved: _____ Date Denied: _____

BOARD MEMBER'S SIGNATURE: _____

COMMENTS: _____

Please Return Completed Form To:

Emerald Gardens Homeowners Association, Inc.
c/o Pinnacle Community Association Management
PO Box 21058, Sarasota, FL 34276
via email to caitlin@pinnaclecam.com