

**SAUSALITO SHORES HOA  
P.O. Box 181685  
Casselberry, Florida 32718-1685**

# Architectural Review Board Application

*This is a request form to be completed by the homeowner and submitted to the Architectural Review Board/Board of Directors, before any work commences.*

*Please refer to your Recorded Governing Documents (Articles of Incorporation, Bylaws, Amended Declaration of Protective Covenants and Restrictions for Lake Howell) for a description of the Board and its purpose.*

*If you do not have these documents, please contact your City officials and/or current HOA President for information on how to obtain them. **PLEASE ALLOW UP TO 30 DAYS FROM THE TIME OF SUBMISSION, FOR THE RESULTS OF THIS REVIEW.***

***Type of work to be approved: (Check all that apply)***

- |  |                                   |                                      |
|--|-----------------------------------|--------------------------------------|
| <input type="checkbox"/> Exterior Painting | <input type="checkbox"/> Addition | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Concrete Work     | <input type="checkbox"/> Pavers   | <input type="checkbox"/> Fencing     |
| <input type="checkbox"/> Screen Room       | <input type="checkbox"/> Pool     | <input type="checkbox"/> Other       |
|  | <input type="checkbox"/> Roof     |                                      |

*Attach a copy of a plot plan or survey showing where the modification is to be located. All material, dimensions and finishes must be described in details and color samples must be attached (if applicable) for paint or any colored finishes. All requests must conform to the local zoning and building regulations and you must obtain all necessary municipal permits prior to commencing work, if your request is approved by the Architectural Review Board/Board of Directors.*

***(NOTE: Diagram and/or sketch are absolutely required for any and all architectural changes.)***

All approvals are subject to the following:

- A. Property owner must obtain necessary permits.
- B. Property owner must accept liability for damages to common area or other property.
- C. Property owner must accept liability for encroachment on, or damage to any easement.

***This section to be completed by the Homeowner (Please print legibly)***

Today's Date \_\_\_\_\_ Project Start Date \_\_\_\_\_ Est. Completion Date \_\_\_\_\_ Under Review \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

***This section to be completed by the Architectural Review Board/Board of Directors***

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Approved with required changes: \_\_\_\_\_ Under Review \_\_\_\_\_

Notes/Comments:

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

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

THE APPROVAL OF ANY PROPOSED IMPROVEMENTS OR ALTERATIONS BY THE BOARD SHALL NOT CONSTITUTE A WARRANTY OR APPROVAL AS TO, AND NEITHER THE ASSOCIATION NOR ANY MEMBER OR REPRESENTATIVE OF THE ARB OR THE BOARD OF DIRECTORS SHALL BE LIABLE FOR THE SAFETY, SOUNDNESS WORKMANSHIP, MATERIALS OR USEFULNESS FOR ANY PURPOSE OF ANY SUCH IMPROVEMENT OR ALTERATION OR AS TO ITS COMPLIANCE WITH GOVERNMENTAL OR INDUSTRY CODES OR STANDARDS. BY SUBMITTING A REQUEST FOR THE APPROVAL OF ANY IMPROVEMENT(S) PR ALTERATION(S). THE REQUESTING OWNER SHALL BE DEEMED TO HAVE AUTOMATICALLY AGREED TO HOLD HARMLESS AND INDEMNIFY THE AFORESAID MEMBERS AND REPRESENTATIVES, AND THE ASSOCIATION GENERALLY, FROM AND FOR ANY LOSS, CLAIM OR DAMAGES CONNECTED WITH THE AFORESAID ASPECTS OF THE IMPROVEMENTS OR ALTERATIONS.