

REQUIREMENTS FOR SUBMISSION OF ARB FORMS

A) APPLICATION:

- 1) Completely filled out.
- 2) Indicate colors and materials and provide actual samples (as needed).
- 3) Contractors license and insurance certification documentation.
- 4) You must supply a copy of the contract.

B) SITE PLAN:

- 1) Indicating where and what the improvements are.
- 2) This can be a copy of the survey with the new information shown on the survey.

C) FLOOR PLAN, EXTERIOR ELEVATIONS, SECTIONS & DETAILS:

- 1) Final permit/construction type of drawings indicating where and what the improvements are and showing a portion of the existing house and how the new work will relate to the existing house.
 - a) Existing walls, doors, windows, etc.
 - b) New walls, doors, slabs, walks, etc.
(i.e. for a screened enclosure).

The submittal must include one (1) copy of all of the above information to be accepted for review.

The above referenced "permit/construction type" of drawings should be copies of the same set of drawings that will be submitted to the City Building and Zoning Department for a building construction permit. One set should be signed and sealed by the Engineer and/or Architect of record for our records.

If the final permit/construction type of drawings are not available at the time of submittal for our review, an approval will be given for DESIGN AND CONCEPT ONLY and a final signed and sealed set of permit/construction drawings must be submitted for our records.

Return Documents to:

Email: Shirley.wiley@banyanproperty.com
Attn: Shirley Wiley, LCAM
Banyan Property Management
2328 S Congress Ave., Suite 1-C
West Palm Beach, FL 33406-7618

Architectural Review Board Form

Association Name: **INDEPENDENCE**

Homeowner Name: _____ Lot/Block#: _____

Address: _____ Phone #: _____

Contractor Name: _____ License #: _____

Address: _____ Phone #: _____

Name and Phone Number of Party to Contact after Review: _____

	List Materials To Be Used:	Type:	Color:
Roof:			
Exterior Walls:			
Fascia:			
Patio Screen:			
Privacy Fence:			
Driveway/Walk:			
Pool Deck Finish:			
Railing:			
Other:			

OFFICE USE ONLY

The Architectural Drawings for improvements on the above lot have been reviewed by the Architectural Control Board and have been:

Approved
 Approved with Comments
 Denied

Comments: _____

Chairman/Committee Member

Date: _____

INDEMNITY LETTER

(Unit Owner Name)

Date: _____

To Whom It May Concern:

I, the undersigned, agree to indemnify and hold harmless _____ Association from any and all liability, defense costs, including attorney fees and all other fees incidental to defense, loss or damage _____ Association may suffer as a result of claims, demands, costs or judgments against it arising from the following: _____

(Signature of Owner)

Street Address

(Print Name of Owner)

City, State, Zip

ACKNOWLEDGMENT

STATE OF FLORIDA,
COUNTY OF _____

Before me personally appeared _____ to me well known and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that _____ executed said instrument for the purposes therein expressed.

NOTARY PUBLIC - STATE OF FLORIDA

MY COMMISSION EXPIRES