Olympus Property Owners Association

ARCHITECTURAL REVIEW BOARD REQUEST FOR

PROJECT APPROVAL

FOR ARCHITECTURAL/LANDSCAPING/PAINTING/RE-ROOFING

☐ **NEW STRUCTURE** ☐ **MODIFICATION OF STRUCTURE** ☐ **LANDSCAPING** ☐ **PAINTING/FINISHING**

INSTRUCTIONS:

- Please use this form to submit plans to the Architectural Review Committee for any project that will significantly affect the appearance of your property. This includes but is not limited to:
  1. New construction with landscaping
  2. Modifications to structures, addition/removal of fences, pools, enclosures, re-roofing
  3. Addition, removal, relocation, or modification of existing landscaping such as trees, shrubs, hedges
  4. Painting, major refinishing
- Describe details including materials, precise locations, and dimensions. Include a survey, pictures or samples
- Allow 30 days for processing and response
- **Do not start any project before written approval is received!** *Removal of unauthorized projects will be at owner's expense.*
- Contact the ARC Chairman if you have any questions about the guidelines.
- Contact Sea Breeze CMS at 561-626-0917 or email bev@seabreezecms.com to track approvals and request copies
- If new construction include a fee of $350.00 payable to: Olympus P.O.A.

BRIEF DESCRIPTION (ATTACH ADDITIONAL PAGES AS NECESSARY)

_____

_____

PLAN DRAWING OR PAINT SAMPLE – (PLEASE DRAW HERE OR ATTACH ADDITIONAL SHEET/S)

Submitted by: _____ Lot# __ Date: ____

Address: _____

Phone:_____

Email:_____

Planned project start date: _____Extra sheets attached: 1 2 3 4 __

ARC Action

☐ **Not approved**
See remarks

☐ Include changes & resubmit

☐ **Approved**

☐ With Comments

☐ With Changes

Board of Directors Acknowledgement