



WESTWIND LAKES
A PRIVATE CONDOMINIUM COMMUNITY

REQUEST TO ARCHITECTURAL MODIFICATION

THIS FORM TO BE USED WHEN REQUESTING AN EXTERIOR CHANGE/MODIFICATION OF YOUR HOME

Owner's Name: _____

Date: _____

Property Address: _____

Unit #: _____

Phone Number: _____

Email: _____

In accordance with requirements of the Architectural review of the Declaration of Covenants, Restrictions and Easements of the Association Documents and/or the requirements which I belong, I hereby request approval for the following modification:
(Describe here the modification requested) _____

Owner's Signature: _____

NOTE: IN ORDER TO PROCESS THIS APPLICATION, THE FOLLOWING ITEMS MUST BE ATTACHED.

1. Complete all items, sign, date and submit completed form with ALL REQUIRED ATTACHMENTS.
2. **ATTACH:** Liability Insurance Certificate with the property address, Contractor License, Contractor SunBiz Report.
3. A complete set of plans and specifications prepared by an architect, landscape architect, engineer or other qualified person that will be performing the work.
4. **Information contained in these plans and specifications must show the nature, kind, shape, height, materials, color scheme and location of the requested change or alteration, depending on the type of modification requested.**
5. As a condition precedent to granting any request for a change, alteration or addition, the applicant, his heirs and assigns, hereby assumes sole responsibility for the repair, maintenance or replacement of any such addition, alteration, or change and shall indemnify and hold each Association harmless from and against all claims, causes of action and expenses (including attorney fees) made against each Association in connection with, or as a result of, the modification to be performed under this request.
6. The applicant assumes all responsibility for any infringement on or interference with existing facilities and easements on the property.
7. An approval or denial will be delivered ready 15 days after submission to the association.
8. Approval of this request does not constitute approval of the structural integrity or building code conformance of the requested modification, and is intended solely to maintain harmonious visual aesthetics within the community.
9. All applicable governmental permits of approvals must be obtained by the applicant and a copy furnished to the Architectural Review before work is to begin.
10. All work must be done **Monday-Friday, 8am-6pm. NO WORK ON SATURDAYS OR SUNDAYS** unless there is an **EMERGENCY**.
11. All garbage, demolition materials, bulk trash **MUST BE REMOVED** by the Contractor **DAILY** during the duration of the project.

(FOR BOARD OF DIRECTORS USE ONLY)

Date Application Received: _____

Date of Approval/Disapproval: _____

Approved

Disapproved

Reason for Disapproval: _____

Board of Directors Signature

Printed Name

Position

Date

6610 SW 152nd Place – Pool Area – Miami, FL 33193

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