

**Lakes Estates Homeowners Association, Inc.**

**REQUEST FOR ARCHITECTURAL APPROVAL**

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for approval BEFORE any work commences.

*Please complete in its entirety and mail to:*

Lakes Estates Homeowners Association, Inc.  
c/o Sunstate Management Group  
P.O. Box 18809  
Sarasota, FL 34276  
Fax: 941-870-9652 Phone: 941-870-4920

**THIS SECTION TO BE COMPLETED BY THE HOMEOWNER (plot plan must be attached to this request)**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Lot #: \_\_\_\_\_

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

City \_\_\_\_\_ ZIP \_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_

DESCRIBE THE CHANGE/ADDITION/INSTALLATION: (i.e. pool, screen enclosure, patio, landscaping, sidewalk/driveway pavers, etc.) \_\_\_\_\_

Location: Attach a copy of the plot plan/survey showing the location of the addition or installation (must be provided). Describe the work being done. \_\_\_\_\_

Specifications: Attach a copy of the plans, drawing or photograph (must be provided).

Dimensions \_\_\_\_\_

Materials: \_\_\_\_\_

Color(s) (sample or color chip must be provided). \_\_\_\_\_

Estimated time of completion: \_\_\_\_\_

NOTE: Per the Governing documents: Owners are responsible for the work/action of persons under their employ, direction or authority. Please supervise the work to ensure that damage to common areas does not occur or is corrected. All requests must conform to the local zoning and building regulations and owners are responsible for obtaining the necessary permit if request is approved.

-----Please do not write below this line----- REQUEST:

Date approved \_\_\_\_\_ Date denied \_\_\_\_\_

(ARC) SIGNATURE: \_\_\_\_\_

(ARC) Comments or Conditions: \_\_\_\_\_

Date received by Sunstate: \_\_\_\_\_ sent to ARC: \_\_\_\_\_ Sent to H/O: \_\_\_\_\_