

ARCHITECTURAL REQUEST FORM

Request must be submitted prior to beginning construction or improvement. Please submit your application with all required documents via email to: SUGMILL@ciramail.com. If you have any additional questions please call 1-866-473-2573. Failure to receive an approval or denial within 30 days upon receipt of a completed application, shall be presumed as approved. Submission of this application does not include any separate requirements that the owner may have with respect to obtaining any necessary permits from the City, County or State, and that any such requirements should be independently investigated by the owner prior to commencing any construction or undertaking to make the improvement that may be approved.

Association Name: Sugar Mill Community Association, Inc.

Name: _____ **Street Address:** _____

Phone Number: _____ **Email Address :** _____

The inclusion of an e-mail address authorizes the Architectural Control Committee to use electronic mail for official responses to this request.

The **Declaration of Covenants, Conditions and Restrictions** (the "Deed Restrictions") for the **SUGAR MILL COMMUNITY ASSOCIATION** specifies that all improvements as defined in the Deed Restrictions must be approved in writing by the Architectural Control Committee before their improvement begins. To assist in your compliance with this restriction, complete this form and submit it with your plans and specifications for the proposed improvement.

The plans and specifications will not be considered complete without the following items:

- Plot plan or certified survey** showing the location and dimensions of all existing and proposed improvements.
- Photo of the exterior of your home.**
- Existing and finished **grades** and lot **drainage provisions** shall be indicated.
- List of ALL details relating to the improvements described such as, the **structural design, exterior elevations, dimensions, materials, picture, brochure, detailed sketch, and/or colors, textures and shapes** of all improvements described. **Roofing information** must include: **warranty (at least 25 years), and brochure reflecting the color, weight and brand of shingle.**
- Estimated **time frame for completion** of project: _____

APPROVAL REQUESTED :

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> BASKETBALL GOAL | <input type="checkbox"/> FENCE | <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> PLAYSCAPE |
| <input type="checkbox"/> IRRIGATION SYSTEM | <input type="checkbox"/> DECK | <input type="checkbox"/> DRIVEWAY EXTENSION | <input type="checkbox"/> EXT. PAINTING |
| <input type="checkbox"/> STORAGE SHED | <input type="checkbox"/> EXT. REMODELING | <input type="checkbox"/> SPORT COURT | <input type="checkbox"/> OTHER |

DESCRIPTION OF IMPROVEMENT:

ACC COMMITTEE RECOMMENDATION:

- Approved** – Contingent upon the following criteria: **Not Approved** - Based on the following criteria:

PROPERTY OWNER SIGNATURE: _____

DATE: _____