

# ARCHITECTURAL CONTROL – FORM B

## FOR MODIFICATIONS OTHER THAN PAINT & HURRICANE SHUTTERS

**Lakes at Boca Raton Homeowners Association, Inc.**  
 10551 Lakes at Boca Raton Drive, Boca Raton, FL 33498  
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This form must be completed in order for the proposed modification to a home to be reviewed and approved by the Architectural Control Committee (ACC). The ACC meets on the second Wednesday of every month, at 6:30 PM, in the Clubhouse. To have proposed modification placed on the agenda, homeowners must submit a completed form along with any required attachments to the Property Manager not later than noon on the **WEDNESDAY PRIOR** to the meeting.

An approval or denial of the proposed modification will be communicated to homeowners within 60 days of receipt of the complete package. Once approved, the modification must be completed within 90 days, unless the ACC grants additional time for completion.

INFORMATION ABOUT HOMEOWNER			
Applicant Name (First, Middle, Last)			
Home Address		Neighborhood	
Email Address		Cell Phone	
Home Phone		Work Phone	
DESCRIPTION OF PROPOSED MODIFICATIONS			
Description of Proposed Modifications:			
Description of current home			
Base	Trim	Front Door	Garage Door
Roof Type	Roof Color	Driveway Type	Driveway Color
INSTRUCTIONS FOR FILING FORM B FOR MODIFICATION REQUESTS			
<ol style="list-style-type: none"> <li>1. Modification categories are listed below. Select the categories for proposed modifications, and be sure to submit a <b>full set of plans</b> for each item, as specified in each category.</li> <li>2. Structural modifications, including additions, must include a survey showing the exact location of proposed changes.</li> <li>3. A structural addition must include an architectural rendering and a landscaping plan as part of your submission.</li> <li>4. An incomplete package will be returned. The ACC will not be able to review proposed modifications until such time as the submission is complete.</li> <li>5. If the requested modifications require access via the Common Area, a \$1,000 deposit is required before any approval will be granted. The homeowner will be responsible for the repair cost associated with any damage to the Common Area landscaping, irrigation, sidewalks, lake banks, etc. If Common Area access is required, please notify the Property Manager at least two weeks prior to the ACC meeting at which the modifications are to be considered.</li> </ol>			
MODIFICATION CATEGORIES AND DOCUMENTS REQUIRED WITH SUBMISSION			
<b>Fence</b> <ol style="list-style-type: none"> <li>1. Survey</li> <li>2. Type of material</li> <li>3. Color</li> <li>4. Drawing</li> </ol>	<b>Driveway</b> <ol style="list-style-type: none"> <li>1. Survey</li> <li>2. Type of material</li> <li>3. Color</li> <li>4. Layout (driveway dimensions)</li> </ol>	<b>Screen Enclosure</b> <ol style="list-style-type: none"> <li>1. Survey</li> <li>2. Type of material</li> <li>3. Color</li> <li>4. Enclosure plan</li> </ol>	<b>Pool</b> <ol style="list-style-type: none"> <li>1. Survey</li> <li>2. Deck type</li> <li>3. Enclosure plan (screen or fence)</li> </ol>
<b>Room Addition</b> <ol style="list-style-type: none"> <li>1. Survey</li> <li>2. Paint sample</li> <li>3. Landscaping plan</li> <li>4. One set of architectural plans (signed by the architect and either sealed or notarized)</li> </ol>	<b>Roof</b> <ol style="list-style-type: none"> <li>1. Type of roof material (actual sample tile must be provided... if multi-colored, a minimum of four sample tiles are required)</li> <li>2. Color of roof material</li> <li>3. Attach color brochure of tile (ideally with a picture of tile installed on a roof)</li> </ol>		<b>Permanent Generator</b> <ol style="list-style-type: none"> <li>1. Type</li> <li>2. Survey showing proposed location</li> <li>3. Landscape plan</li> <li>4. Copy of PBC installation permit</li> </ol>
TERMS AND CONDITIONS & REQUIRED SIGNATURE			
<b>No work is to commence before receiving written approval of requested modification.</b>			
Signature of Homeowner			Date Signed