

WESTWOOD THREE COMMUNITY ASSOCIATION, INC.

c/o Exclusive Property Management  
2945 W Cypress Creek Road, Suite 201, Ft Lauderdale, FL 33309  
Main: 954-969-1330 - Email: [arc@exclusivepm.net](mailto:arc@exclusivepm.net)

**ARCHITECTURAL REVIEW BOARD**

Print name of applicant (s) \_\_\_\_\_

Lot#: \_\_\_\_\_ Address: \_\_\_\_\_ Tel. # \_\_\_\_\_

Date: \_\_\_\_\_ Commencement Date of Modification: \_\_\_\_\_

APPLICANT'S E-MAIL ADDRESS: \_\_\_\_\_

The ARB has 30 days from the time the completed application is received to vote on it. However, in no event, if a response is not received by the applicant within this timeframe, shall the applicant start or install any products or improvements that are in conflict with the Association Governing Documents.

ARB meetings are held prior to each month's Board meeting. Please try to submit your applications so that they can be reviewed at the regularly scheduled meetings.

This application must be accompanied by the documents listed below in Submission Requirements. Contractor license and insurance are requested as well.

Plans/surveys must be accompanied by the documents, materials, colors and locations of the proposed modification. Color chips must be submitted before repainting a home in a color other than the existing color. See Submission Requirements.

The applicant(s) hereby assumes responsibility for the maintenance, repair, renovation or replacement of the modification(s) and agrees to maintain same in the approved condition.

The applicant(s) shall insure that the proposed modification conforms to all applicable building, fire, health and safety codes and shall obtain such permits as may be required by other authorities.

The applicant(s) shall be responsible for any damage caused to common areas or the property of others during the course of modification.

The Association's approval is granted only to the extent required by the governing Documents and shall not be construed to supersede existing municipal, county, state or city ordinances and shall be denied to be an opinion of structural integrity.

Work must be completed within 120 days from the date of approval. Building materials should be kept out of sight as much as possible and all debris removed promptly.

Work will not commence until approval of the ARB has been granted.

We, the undersigned applicant(s) do hereby make application for approval of the modification(s) detailed below and agree to be bound by the terms hereinbefore set forth.

**Description of proposed modifications:**

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Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Application Received on: \_\_\_\_\_ Reviewed on: \_\_\_\_\_ Architectural Review Board Findings: \_\_\_\_\_

Effect on Community: \_\_\_\_\_

Comments/Conditions for Approval: \_\_\_\_\_

**IN ACCORDANCE WITH THE FOREGOING, THE BOARD OF DIRECTORS HEREBY:**

ARB hereby recommends: Approval: \_\_\_\_\_ Disapproval: \_\_\_\_\_ Conditional Approval: \_\_\_\_\_

(For the ARB) Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Signed: \_\_\_\_\_

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

ARB Liaison: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMISSION REQUIREMENTS**

***Please be advised that any modification request being done your home, outside of painting or adding seal coating to your driveway requires a permit in the City of Tamarac.***

**A: Contractor's license and Insurance. The insurance certificate holder must be reflected as such: Westwood Three Community Association c/o Exclusive Property Management 2945 W. Cypress Creek Road, Ste. 201 Ft. Lauderdale, FL 33309**

**AND**

**B: Type of Submission:    Submit the following:**

<b>Fence Installation</b>	2 copies of survey showing location of fence, style, color and brochure sample.
<b>House or Trim Painting</b>	Color sample noting location of proposed colors, brand name, color name, color number of paint. A 4"x4" (four inch by four inch) sample should be attached to the paint chip.
<b>Pool Installation</b>	2 copies of survey showing location, surface and deck color, layout plan, screen/ fence enclosure details and landscape plan.
<b>Driveways, Aprons, &amp; Roof Replacement</b>	Brochure or samples showing style, color of driveway and apron or roof.
<b>Landscape</b>	2 copies of survey or drawn plan showing plan type and height of plant at planting
<b>Awnings &amp; Decorative Shutters</b>	A photo of the face of the home with the windows where the shutters or awnings are to be installed and a product brochure showing the style and color.
<b>Accessory Structures &amp; Playground Equipment</b>	2 copies of survey showing location and placement, a brochure of product showing style and color.
<b>Basketball Goal</b>	2 copies of survey showing location and brochure of product.
<b>Exterior Lighting</b>	2 copies of survey showing location and a brochure showing style, color and intensity.

**NOTE:** The ARB may request additional information as deemed necessary and owners may need to amend or supplement their applications. Large samples DO NOT have to be sent to management, a picture will suffice.