

NAUTICA HOMEOWNERS' ASSOCIATION, INC.

8000 Bermuda Sound Way, Boynton Beach, FL 33436

Phone: 561-742-9107

Email: ACCNautica@gmail.com

Architectural Control Committee Request Form

Note: Use this form for all improvements. (Painting, additions, pavers, roofing, landscaping, etc.)

Lot \_\_\_\_\_ Date Submitted \_\_\_\_\_

Homeowner: \_\_\_\_\_

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

Mailing Address: (If different than above) \_\_\_\_\_

Phone number: \_\_\_\_\_ cell \_\_\_\_\_

Email: \_\_\_\_\_

SUBJECT BEING REQUESTED FOR PREAPPROVAL: Describe in DETAIL, including materials and colors to be used as well as size. MUST INCLUDE A COPY OF LOT SURVEY. SHOW WHERE ADDITIONS WILL BE MADE. SHOW ALL ADDITIONS AND CHANGES NEATLY ON SURVEY. IF PAINTING: MUST INCLUDE COLOR SWATCH. CONTRACTORS LICENSE- DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATIONS. FOR ROOFING: YOU MUST INCLUDE A PHYSICAL SAMPLE OF THE TILE/ROOFING MATERIAL. Bring to office

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Work to be performed by (check one): Homeowner \_\_\_\_\_ Contractor\*\* \_\_\_\_\_

\*\*NOTE: If you are using a contractor, you MUST provide a copy of their license and proof of insurance with this application.

I/We understand that approval of this application must be granted before I/We begin work. I/We also acknowledge that I/We could be forced to have the items removed if it/they is/are installed without approval. I/We understand that this request could be delayed if insufficient information is included in my/our request.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

The completed application may be dropped off at Nautica Office located at the Clubhouse. You may drop the request form in the mailbox if the office is closed.

A response from the ACC Committee is due within 30 days of submission of application.

**A signed approval letter is needed to move forward with your request.  
A verbal approval is not acceptable**



**NAUTICA HOMEOWNERS' ASSOCIATION, INC.**  
**ARCHITECTURAL CONTROL COMMITTEE**  
**REQUEST FORM**

ACC Recommends \_\_\_\_\_ APPROVAL \_\_\_\_\_ DENIAL  
Nautica HOA Board member \_\_\_\_\_ APPROVAL \_\_\_\_\_ DENIAL

**Comments:**

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\_\_\_\_\_  
ACC Committee Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nautica HOA Board Member

\_\_\_\_\_  
Date

**NOTE TO HOMEOWNER:**

**Approval does not relieve you of the responsibility to obtain city permits. Upon completion, a copy of the signed permit and pictures need to be sent to the architectural controls committee for the permanent records of your property.**

**Please attend the next ACC meeting in case there are any questions that need to be answered so that we can approve your request as soon as possible.**

***Nautica Architectural Committee***

