

Village Plaza Architectural Change Review Application

*This form should be used when a homeowner requests minor exterior changes to the existing architecture of their unit – (AC units, walkways, exterior lights, gates, doors, etc.). Any major exterior changes not already outlined in the Architectural Guidelines document require a 75% vote of owners. Also use this form for any interior changes that affect the structure of the unit (i.e., removing walls, ceilings, changing the configuration of the lanai, etc. **Note that structural changes ALWAYS require a permit from Sarasota County.** NO CHANGES ARE TO BE UNDERTAKEN UNTIL APPROVED BY THE BOARD DESIGNEES BELOW.*

Date of Submission: ____/____/____ Date of Receipt: ____/____/____

Homeowner: _____

Address: _____

Phone: _____ Email: _____

Detailed description of change requested. (Attach to this application all plans, materials; color samples; photos and any other items which help clarify change requested.) -

This work will be done by Homeowner. ____ This work will be done by contractor. ____

If done by a contractor this application must include the contractor's proposal with contractor's name, address, and phone number. **If the change requires the use of a licensed contractor and/or a permit from Sarasota County, the contract must guarantee that the contractor is licensed and insured and that a permit will be obtained. Go to www.scgov.net or call 311 for information about permit requirements.**

Estimated Project Dates: Start: ____/____/____ Completion ____/____/____

List any similar installations in the Community:

Homeowner's Signature: _____ Date: ____ / ____ / ____

Submit this Application to: Village Plaza Condominium Association, Inc. Architectural Review 3555 Hispania Place Sarasota, FL 34232

Date of Review: ____/____/____ Approved / Disapproved Reason:

President: _____ Board Member: _____