



Singer Association Management
ARCHITECTURAL CHANGE REQUEST FORM

CHOOSE FROM ONE OF THE FOLLOWING (SUBMIT SEPARATE APPLICATIONS FOR EACH TYPE WORK)

- New Structure Modification of Structure Landscaping Painting/Finishing
 Re-Roof Fence Pool Screen Room Permanent Hurricane Shutters
 Garage Door Other _____

PLEASE COMPLETE THE FOLLOWING: Date of Application: _____

Homeowner Name: _____

Address: _____

Phone Numbers: _____ (home) _____ (cell)

INSTRUCTIONS:

- Do not start any project before written approval is received! Removal of unauthorized projects will be at the owner's expense.
- Allow 30 days for processing and response from date received. Owner must call Bristol Management for when project is complete for a "completion inspection".
- Describe details including materials, precise locations, and dimensions. Product specification sheets or samples should be provided.
- Color samples of roof tiles must be made available for review by the ACC which must be left outside their front door until review is completed. Neutral cement tile or cedar shake roofs only. No metal or shingle.
- Exterior House Paint colors must be placed on front exterior of house for review. This includes repainting the same color. Paint a 3' x 3' section with trim color above to be close to roof tile for review. A paint color sample must be attached to the application also.
- Fences must be kept 5' back from front corner of house. Fences must be wood, 6' shadow box. Fences must be painted or stained with color stain (no clear stains). For approval place desired paint color or stain color on front facing fence section on a minimum of 3 slats of fence from top to bottom for review. A color sample must also be supplied with the application for our records. All fence work must be approved. Replacement of downed fences and repainting the same color must also be approved. Fences backing onto Paseos, Palmfield Way, Pinetree Trail or Toney Penna must be painted "Palomino" in color. Surveys must be submitted for all fence installations.
- Include a survey showing location of improvement to be made and Town of Jupiter permit, if applicable.
- Contact Bristol Management at 575-3551 with any questions, to track approvals and request copies.
- Return completed form to Bristol Management Services, Inc.

Brief Description (Attach Additional Pages as Necessary)

