

**SWEETBRIAR HOMEOWNERS ASSOCIATION, INC.**

Legacy Management, Att: Daniel Lockett  
1301 Riverplace Blvd #800 Jacksonville, FL 32207  
Phone: (904) 874-0810 Fax: (866) 433-9843

**ARCHITECTURAL REVIEW REQUEST FOR PROPERTY  
IMPROVEMENT**

Date submitted: \_\_\_\_\_ Phone # \_\_\_\_\_

Owner's name: \_\_\_\_\_

Property address: \_\_\_\_\_ Lot # \_\_\_\_\_

Owner's mailing address (if different) \_\_\_\_\_

What type of improvement are you requesting? Fence \_\_\_ Pool \_\_\_ Room Addition \_\_\_ Color  
change \_\_\_ Other \_\_\_ (please specify) \_\_\_\_\_

Please provide the following information:

- Complete description of project/improvement
- Type of material to be used and color if applicable.
- Drawings, pictures, brochures, etc.
- Copy of most recent lot survey showing the location of the improvement.
- If repainting with color change, supply old color of trim and wall, samples of new colors, color of brick or masonry.
- If having a pool installed, indicate on your survey what access is to be used for trucks and equipment to your backyard. Please provide a complete description of your project/improvement. Be as detailed as possible.

Note: Any permits required by any governmental agency are still required. Project must be completed within (6) six months or you must resubmit. It is the owners responsibility to ensure compliance with city building codes.

Owner's signature: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date of Review: \_\_\_\_\_

Conditions of approval: Upon completion, homeowner must submit at least 2 photos of finished work.

Only the homeowner of record may request architectural approval. If you, the homeowner, are not satisfied with the decision of the A.R.B. you may have 30 days from the date of review to appeal the decision in writing to the Board of Directors.