

# GLENN LAKES ASSOCIATION, INC.

## REQUEST FOR ARCHITECTURAL APPROVAL

This request form is to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for approval before any work begins. Starting work without ARC approval may result in fines, removal of the project, or both. If your project requires a Manatee County permit, i.e., installing a pool, pool cage, fence, driveway or walkway or extending a lanai, a plot plan or survey, including measurements, must be submitted with this application. (Please note that a contractor estimate or drawing is not a property survey). Please complete in full and return by email, hand delivery or mail to:

Glenn Lakes Association, Inc  
Dellcor Management  
310 Pearl Avenue, Sarasota, FL 34243  
Phone: 941-358-3366  
Email: [colleen@dellcor.com](mailto:colleen@dellcor.com)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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

## PLEASE DESCRIBE CHANGE/ADDITION/INSTALLATION

Complete information assists Dellcor Property Management and the ARC in reviewing your application. Please check the change/addition below. IF THERE ARE NO CHANGES TO THE ORIGINAL DIMENSIONS STATE "SIZE FOR SIZE" IN THE DESCRIPTION.

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> Driveway/Walkway       | <input type="checkbox"/> Pool      |
| <input type="checkbox"/> Fence                  | <input type="checkbox"/> Pool Cage |
| <input type="checkbox"/> Garage Door            | <input type="checkbox"/> Roof      |
| <input type="checkbox"/> Lanai/Screen Enclosure | <input type="checkbox"/> Windows   |
| <input type="checkbox"/> Landscaping            | <input type="checkbox"/> Other     |

\*\*\*This list is not all inclusive but represents the most common property improvements. For additional guidelines refer to the "Glenn Lakes Declaration of Covenants, Restrictions and Easements" and the "Architectural Review Committee Standards".

Describe specific materials, manufacturers, window/door type, colors, etc. Attach photos and samples as appropriate.

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NOTE: Owners are responsible for the work/action of persons under their employ, direction or authority. Please supervise the work to ensure that damage to common areas does not occur or is corrected.

Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

## EXTERIOR HOUSE PAINTING (Place a check mark below denoting acceptance.)

- ☐ Adjacent homes may not be the same color. The homeowner is responsible for verifying this information.
- ☐ Garage doors may be the color of the house body, trim or white.
- ☐ Gutters may be white, almond, bronze or black.
- ☐ Downspouts may be white, almond, bronze, black or the body of the house.

## PAINTING WITH EXISTING COLORS

1. "Existing colors" are colors that are currently painted on the home. Provide paint chips with the application (body, trim, front door and garage door colors). If, due to fading, you're unable to verify the original colors you may refer to the approved color schemes for guidance in selecting a new color.

Manufacturer: \_\_\_\_\_ Body Color: \_\_\_\_\_ Trim Color: \_\_\_\_\_  
Front Door Color: \_\_\_\_\_ Garage Door Color: \_\_\_\_\_

## PAINTING WITH NEW COLORS

1. Glenn Lakes HOA/Sherwin-Williams Approved Color Schemes do not require paint chips. The approved color schemes can be viewed at the Bradenton Sherwin-Williams store located at 5302 Cortez Rd. West, the Dellcor Property Management Portal ([www.residentcenter.com](http://www.residentcenter.com)) and the Sherwin-Williams HOA Color Archive web page ([www.sherwin-williams.com](http://www.sherwin-williams.com)). Before making your final color selections, it is recommended that you view the original color schemes at the Sherwin-Williams store. If you prefer to use a different paint manufacturer, provide your supplier with the color name(s) from the approved Sherwin-Williams color schemes for duplication.

Color Scheme Page Number: \_\_\_\_\_ Manufacturer: \_\_\_\_\_  
Body Color: \_\_\_\_\_ Trim Color: \_\_\_\_\_  
Front Door Color: \_\_\_\_\_ Garage Door Color: \_\_\_\_\_

2. Colors not specified in the HOA Approved Color Schemes may be considered for approval if they are compatible and within the range of the approved color schemes. Provide paint chips showing the color name and paint manufacturer.
3. White trim may be used with any approved color scheme.

## CONDITIONS APPLICABLE TO THE GLENN LAKES ARC APPLICATION (Initial below denoting acceptance to each condition.)

- \_\_\_\_ 1. I understand that approval by the Glenn Lakes ARC does not mean compliance with the building and zoning codes of Manatee County. It is my responsibility to obtain any required permits and/or inspections.
- \_\_\_\_ 2. I understand that all supporting documentation (drawings, illustrations, plot plan or survey, color chips or any other needed materials) must be provided before the ARC application is considered to be complete.
- \_\_\_\_ 3. I understand that the ARC will provide a decision within 30 days of receiving a complete application.
- \_\_\_\_ 4. I understand that Dellcor Property Management Co. and/or a member of the ARC can contact me for additional information.
- \_\_\_\_ 5. I understand that no construction or exterior improvement(s) shall begin without written notification from Dellcor.
- \_\_\_\_ 6. I understand the work must be completed according to the approved plans and specifications. If the improvement(s) are different from those shown on my application, I acknowledge my responsibility to either revert the property to its original state or comply with the approved application.
- \_\_\_\_ 7. I understand that if my application is denied by the ARC I may appeal this decision to the Board of Directors.
- \_\_\_\_ 8. I understand that the Board of Directors may periodically review ARC approvals and denials.

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

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