

Mail to:  
Association Name: **Windsong at Flagler Beach HOA**  
Architectural Review Committee  
c/ o Watson Realty Association Management 1410 Palm Coast  
Pkwy NW Palm Coast, Florida 32137

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

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

Owner' Name: \_\_\_\_\_

Tele#: \_\_\_\_\_ Email: \_\_\_\_\_

NOTICE: Prior written approval must be secured from the ARC before the start of any work, which changes, alters, modifies, adds to, or deletes from, any exterior appearance of the housing unit or lot. Please review your Covenants, Conditions and Restrictions, Architectural Control and Restrictive Covenants, for additional information. Failure to obtain such prior written approval could subject the unit owner to fines and/or the cost of removing the unapproved change and restoring the unit to its original condition.

The request for approval must include a general description of the work or change, specific location on the unit or lot, type of materials, colors and measurements (If appropriate). If the project involves an enclosure, screening, or exterior alteration or addition, a scale drawing and/or photos or design information will be required.  
Such required plans, photos and/or drawings should be attached to this application.

Description of project:

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Who will be doing the work?

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All work approved on this ARC request is required to begin no more than 90 days from the below approval date.  
All work approved on this ARC request is required to be completed no more than 180 days from the below approval date.  
If an extension is needed, please contact Watson Association Management who will forward your request to the Board of Directors.

Homeowner's Signature \_\_\_\_\_

By signing, the owner(s) agrees to provide all requested information to the Board of Directors.  
The onwer(s) agrees to abide by all timelines and/or request extensions from the Board of Directors.

FOR COMMITTEE USE ONLY

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

Project type: \_\_\_\_\_

The above project was: ☐ Approved  
☐ Approved subject to the following  
conditions or requirements:

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

☐ Disapproved

Reason for disapproval:

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

For the Architectural Review Committee:

\_\_\_\_\_ ARCChairman  
\_\_\_\_\_ ARC Member  
\_\_\_\_\_ ARC Member

Confirmation letter sent: \_\_\_\_\_ Date \_\_\_\_\_

Association Manager: \_\_\_\_\_