

Sunset Inlet

C/o Watson Association Management, 1410 Palm Coast Parkway NW, Palm Coast, FL 32137

SUNSET INLET HOA ARC REVIEW CHECKLIST

_____ **SUNSET INLET ARC APPLICATION**

INCLUDES: APPLICATION FORM

WAIVER OF LIABILITY

COMPLETION FORM

_____ **2 SETS OF ENGINEERED PLANS INCL SITE PLAN**

_____ **COPY OF CONTRACT FOR WORK BEING DONE**

_____ **COPY OF LICENSE AND INSURANCE OF CONTRACTORS**

_____ **OWNER DAMAGE RESPONSIBILITY FORM FOR:**

IRRIGATION, LANDSCAPING, ROAD DAMAGE

OWNER SIGNATURE

DATE

ARC SIGNATURE

DATE

Please return the complete package to:

Susan Matthews at smatthews@watsonrealtycorp.com Fax: 386-246-9274 or mail to:
Sunset Inlet HOA, C/o Watson Association Management, 1410 Palm Coast Pkwy NW,
Palm Coast, FL 32137.

Susan Matthews, CAM Direct: 386-246-9274

Sunset Inlet



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ADDENDUMS TO ARC

If it is required during the construction of a pool on an owners lot any and all irrigation piping, electrical equipment or connections and all ancillary items must be maintained in a working condition during the entire process from start to completion. If the irrigation system needs to be disconnected it is required within 24 hours to be reconnected and functioning. At the owners expense Coquina Landscape must be present to inspect and function check after the temporary reconnection. At completion of the project, the permanent reconnection shall also be inspected and approved by Coquina Landscape also at the owners expense.

SUNSET INLET HOMEOWNERS' ASSOCIATION
APPLICATION FOR ARCHITECTURAL ALTERATIONS

Owner's Name: _____

Address of Unit: _____ Phone #: _____

DESCRIBE IN DETAIL TYPE OF ALTERATION AND MATERIALS (INCLUDING COLOR) TO BE USED.

Estimated Beginning Date: _____ Estimated Completion Date: _____

An application requesting approval of any alteration, which occurs outside the exterior walls of the building and therefore in the common element MUST BE ACCOMPANIED BY A SKETCH DETAILING LOCATION, SIZE, TYPE OF CONSTRUCTION, AND ANY OTHER PERTINENT INFORMATION.

IF APPROVAL IS GRANTED, IT IS NOT TO BE CONSTRUED TO COVER APPROVAL OF ANY FLAGLER COUNTY CODE REQUIREMENTS. A BUILDING PERMIT FROM FLAGLER COUNTY BUILDING DEPARTMENT IS NEEDED ON MOST PROPERTY ALTERATIONS OR IMPROVEMENTS. IT IS THE UNIT OWNER'S RESPONSIBILITY TO OBTAIN ALL BUILDING PERMITS.

All work must be completed within (3) months from the date of approval. If (3) months should lapse before completion, a new application and a note of explanation for the delay must be submitted to the Sunset Inlet Board of Directors through the Management office.

Sunset Inlet Homeowners' Association
Application for Architectural Alterations

As a condition precedent to granting approval of any request for a change, alteration(s) or addition to an existing basic structure, the applicant, heirs and assigns, thereto, hereby assumes sole responsibility for the repair, maintenance and/or replacement of any such change, alteration and/or addition. It is understood and agreed that the Sunset Inlet Homeowners' Association is not required to take any action to repair, replace or maintain any such approved change, alteration and/or addition or any damage resulting therefrom for any reason to the existing original structure or any other property. THE UNIT OWNER ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND MAINTENANCE.

PLEASE CONFIRM COMPLETION OF THE ALTERATION(S) BY FILLING OUT AND RETURNING PAGE 4 OF THIS APPLICATION TO THE MANAGEMENT OFFICE.

Date: _____

Owner's Signature: _____

For Board Use:

Approved: ()

Denied: ()

Conditional Approval: ()

Comments: _____

President
Sunset Inlet Board of Directors

Date

Sunset Inlet Homeowners' Association
Application for Architectural Alterations

WAIVER OF LIABILITY

THE UNDERSIGNED OWNER, ITS SUCCESSORS AND ASSIGNS HEREBY
AGREE AS FOLLOWS:

1. The Association, its Board of Directors, and its Management Company shall not have any liability associated with any change by the owner.

2. The Owner shall indemnify and defend, by legal counsel chosen by Board of Directors, and save the Association, its Board of Directors and its Management Company harmless from any and all liability, damage, expense, causes of action, suits, claims, or judgments, including court costs and attorney fees arising from any of its decisions to approve or deny the application for architectural alterations and any construction of the project.

3. The Owner shall be responsible for the maintenance, repair and replacement of any change made.

Owner's Signature: _____

Date: _____

Address of Unit: _____

Sunset Inlet Homeowners' Association
Application for Architectural Alterations

COMPLETION FORM

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE MANAGEMENT OFFICE.

Owner's Signature: _____

Date: _____

Address of Unit: _____

PLEASE CHECK APPROPRIATE SPACE:

() WORK HAS BEEN COMPLETED Date of Completion _____

WORK CANNOT BE COMPLETED AT THIS TIME BECAUSE: _____

