

ARB REQUEST FORM

Name:	Date:
Address:	Email:
Request Description:	
Signature:	Phone Number:
Sub-Association Board Signature:	Date:

MEETINGS: The Architectural Review Board usually meets the first and third Thursday of the month during September through May. Meetings in the off season will be held on the first Thursday in June, July, and August (except holidays where it will be the next available Thursday).

SUBMISSION: Requests must be submitted no later than the Friday by 2:30 prior to the next regularly scheduled meeting date to ensure your placement on the agenda.

REQUIREMENTS: The ARB checklist must be completed and attached with the applicable request. The checklists detail what elements are required for submission. The ARB request form and checklists are available at the HOA or on the Mariner Sands website.

PLANS: Larger scale architectural and landscape requests may require additional review and may not be approved at the initial meeting.

PROPERTY INSPECTION: A designated ARB member may inspect your property for the projects requested. Covenant 8.7.4 allows the board members to enter property for inspection of requested projects.

FOR OFFICE USE ONLY							
Sub-Association	Approved	<input type="checkbox"/>	Tabled	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Date _____
ARB	Approved	<input type="checkbox"/>	Tabled	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Date _____
Date Application received at HOA: _____							
Date correspondence sent to homeowner: _____							
FORM Revised June 6, 2024							