



ARCHITECTURAL APPROVAL REQUEST

⚠ IMPORTANT: Per LNHOA Declaration §17 and §23, written ACC approval is REQUIRED before making any exterior changes to your home or property. Work begun without approval may be required to be removed at homeowner's expense. Please allow 30 days for review from date of complete application submission.

1. HOMEOWNER INFORMATION

Property Address:

Owner Name(s):

Email Address:

Phone Number:

Application Date:

2. PROJECT DESCRIPTION

Check all that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Roof Replacement/Repair | <input type="checkbox"/> Windows/Doors |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Pool/Spa | <input type="checkbox"/> Screen Enclosure |
| <input type="checkbox"/> Patio/Deck | <input type="checkbox"/> Driveway | <input type="checkbox"/> Walkway/Sidewalk |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Tree Removal/Planting | <input type="checkbox"/> Shed/Storage Structure |
| <input type="checkbox"/> Hurricane Shutters | <input type="checkbox"/> Solar Panels | <input type="checkbox"/> Awning/Canopy |
| <input type="checkbox"/> Lighting (exterior) | <input type="checkbox"/> Mailbox | <input type="checkbox"/> Satellite Dish/Antenna |
| <input type="checkbox"/> HVAC Unit | <input type="checkbox"/> Generator | <input type="checkbox"/> Other (describe below) |

Detailed Project Description:



3. REQUIRED DOCUMENTS

Please submit ALL applicable documents with this application:

1. Property Survey showing exact location and dimensions of proposed improvement, drawn to scale
2. Detailed plans, drawings, or sketches with specifications and materials list
3. Contractor proposal/quote with full description of work
4. For Paint: Physical color swatches/chips for all colors (body, trim, door, shutters, garage) and current photo of home showing roof color
5. For Fences: Fence style, material, height, color, and photos/product specifications
6. For Roofs: Shingle manufacturer, color name, style (3-tab or architectural), and product photo/specifications
7. For structures within 5 feet of property line: Show relationship to neighboring properties on survey
8. Copy of Town of Miami Lakes building permit (if required by Town)

4. REGULATORY COMPLIANCE & HOMEOWNER ACKNOWLEDGMENTS

By submitting this application, I acknowledge and agree to the following:

1. ACC approval is valid for 90 days from date of approval. Projects not completed within 90 days require resubmission.
2. I am responsible for obtaining ALL required permits from the Town of Miami Lakes and/or Miami-Dade County before starting work.
3. No changes to approved plans may be made without prior written ACC approval.
4. I am responsible for: (a) locating and protecting all underground utilities; (b) removing all debris and re-sodding damaged areas; (c) any damage to sidewalks, roadways, or neighboring properties; (d) maintaining proper drainage.
5. Final ACC inspection and approval is required upon project completion before approval is considered complete.
6. I am responsible for ongoing maintenance of all approved improvements.
7. All work must comply with: Florida Statutes → Miami-Dade County Code → Town of Miami Lakes ordinances → LNHOA Declaration and By-Laws.
8. Intentional misrepresentation on this form or failure to comply with HOA covenants may result in enforcement action under Florida Statute Chapter 720.
9. Note: ACC approval does not guarantee Town permit approval. Homeowners are encouraged to submit ACC applications before applying for Town permits to avoid unnecessary permit fees for projects the ACC may not approve.



5. SUBMISSION & SIGNATURES

Submit completed application with all required documents to:

Email: lochnessdrivehoa@gmail.com

Mail: Loch Ness HOA, 8004 NW 154th street – P.O. Box 411, Miami Lakes, FL 33016

Homeowner Signature

Date

FOR ARCHITECTURAL CONTROL COMMITTEE USE ONLY

Date Received:	
Reviewed By:	
Decision:	<input type="checkbox"/> APPROVED <input type="checkbox"/> APPROVED WITH CONDITIONS <input type="checkbox"/> DENIED
Decision Date:	

ACC Comments / Conditions:

ACC Representative Signature

Date