

Note: Form must be filled out using Adobe Reader. Click here to download Adobe Reader at no cost.

Appendix A Architectural Review Forms

REQUEST FOR PRELIMINARY REVIEW SUNALEI PRESERVE ARCHITECTURAL REVIEW BOARD

The following is to be filled out and signed by the Owner of the proposed residence. This form is to be accompanied by three sets of preliminary drawings. Please note that approval during this review phase does not constitute approval for construction.

1. Lot# _____
2. Owner _____
Address _____
3. Architect _____
Address _____
4. Land Surveyor or Professional Engineer _____
5. Date of Lot Survey _____
6. Preliminary Drawing Checklist:
_____ Preliminary Site Plan
_____ Preliminary Floor Plan
_____ Preliminary Elevations
_____ Has the property been staked?



7. Estimated Square Footage:

_____ Living Area

_____ Garage/Carport

_____ Decks

_____ Other

8. Exterior Finishes (Describe):

Wall Material _____ Color _____

Trim Material _____ Color _____

Roof Material _____ Color _____

Exterior Railing Materials _____ Color _____

Other _____

9. Spec House _____ Owner's Residence _____

10. Date Submitted _____

As the Owner of the proposed residence, I hereby request that the Sunalei Preserve Architectural Review Board review the attached drawings for Preliminary Review.

_____ Owner

As agent for the Sunalei Preserve Architectural Review Board, this Conditional submission is (approved) (disapproved). Construction may not commence until the Conditional Review is completed and approved.

_____ Date _____ Chairman



**REQUEST FOR CONDITIONAL REVIEW
SUNALEI PRESERVE ARCHITECTURAL REVIEW BOARD**

The following is to be filled out and signed by the Owner of the proposed residence. This form is to be accompanied by three sets of preliminary drawings. Approval during this review phase constitutes approval for construction.

- 1. Lot# _____
- 2. Owner _____
Address _____
- 3. Architect _____
Address _____
- 4. Land Surveyor or Professional Engineer _____
- 5. Contractor _____
- 6. Final Drawing Checklist:
 - _____ Final Site Plan
 - _____ Final Floor Plan
 - _____ Final Elevations
 - _____ Specifications
 - _____ Final Landscaping Plan



7. Square Footage:

_____ Living Area
_____ Garage/Carport
_____ Decks
_____ Other
_____ Total

8. Exterior Finishes (Describe):

Wall Material _____ Color _____
Trim Material _____ Color _____
Roof Material _____ Color _____
Other _____

9. Spec House _____ Owner's Residence _____

10. Date Submitted _____

11. Architectural Review Fee _____
(\$100.00 made payable to Sunalei Preserve Architectural Review Board).

_____ Owner

As agent for Sunalei Preserve Architectural Review Board, this Conditional submission is (approved) (disapproved). Construction (may) (may not) commence. (Construction Commitment must be attached in order for Construction to be approved.)



_____ Date _____ Chairman

**CONSTRUCTION COMMITMENT
SUNALEI PRESERVE ARCHITECTURAL REVIEW BOARD**

The following is to be filled out and signed by the Owner's Contractor and shall accompany the conditional review application. In cases where the Owner and Contractor are the same entity, this form must be completed.

1. Lot# _____

2. Owner _____

Address _____

3. Contractor _____

Address _____

4. Prime Sub-Contractors _____



- 5. Contractor has submitted: Deposit (\$4,000.00)_____
- 6. Date Submitted_____
- 7. Anticipated Date of Construction Commencement:_____
- Construction Completion_____

As the Contractor of the proposed residence, I will follow the site construction guidelines established for Sunalei and certify that I will construct the proposed residence in strict accordance with the plans submitted for Conditional Review. Any failure on my part to do so will entitle you to deduct all or any part of the construction deposit as well as any other remedy provided by law or contract.

_____ Contractor

As agent for the Sunalei Preserve Architectural Review Board, I hereby (accept) (reject) this submittal.

_____ Date _____ Chairman



**REQUEST FOR FINAL REVIEW
SUNALEI PRESERVE ARCHITECTURAL REVIEW BOARD**

The following is to be signed by the Owner. No final inspection shall be made until the project is completed.

1. Lot# _____

2. Owner _____

Address _____

As Owner of the residence referenced above, I hereby request that the Sunalei Preserve Architectural Review Board inspect the residence for Final Review.

_____ Owner

As agent for the Sunalei Preserve Architectural Review Board, this Final submission is (approved) (disapproved). I have (authorized) (not authorized) the release of the escrowed funds to the contractor.

_____ Date _____ Chairman

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