



Breakwater Application for Architectural Review Instructions

1. You DO NOT need to submit an application for the following **exterior*** improvements:
 - ◆ Replacement/addition of flowers in existing beds
 - ◆ Installation of new planting beds if they are adjacent to the existing house structure
 - ◆ Installation of grasses or shrubbery that have a root ball diameter of 18" or less
 - ◆ **Re-painting doors or trim the current color**
2. You DO need to make an application for the following **exterior** improvements:
 - ◆ Installation of new planting bed, that is not adjacent to existing house structure
 - ◆ Installation of any plant material that has a root ball greater than 18" in diameter
 - ◆ Any shed
 - ◆ Any fence
 - ◆ Any change to the footprint of the home
 - ◆ Any porch or patio extension
 - ◆ Any change to the existing underground irrigation system
 - ◆ Any improvement not addressed in Instruction #1 or #2 above
3. Your application **MAY require the following items:**
 - ◆ Completed application form (**required for all requests**)
 - ◆ Lot/Home Survey provided to you at settlement (**required for all landscaping, fence, shed, porch or patio requests**)
 - ◆ Drawing or sketch of improvements (**required for all landscaping, fence, shed, porch or patio requests**)
 - ◆ Architectural or engineers drawing (to scale) for structural improvements (**required for structural improvements**)
 - ◆ Material color samples, or manufacturer specifications for structural improvements (**required for new materials, paint and structural improvements**)
 - ◆ Price quote from Sullivan's Landscaping (or current Breakwater contractor) for any/all irrigation system changes (**required for all landscaping, fence, shed, porch or patio requests**)
4. Submit your application by USPS to:
Breakwater Homeowners Association
Architectural Review Committee
c/o Chuck Vietrogoski
36148 Overfalls Drive S
Lewes, DE 19958

OR
Scan and email to Breakwater Architectural Committee: breakwater-arc@googlegroups.com
5. Call Miss Utility of Delmarva at (800) 282-8555 before you dig! Excavation damage can cause injury, loss of life, and environmental damage. It also causes interruptions to vital services and can involve tremendous repair costs to the homeowner. Go to www.missutilitydelmarva.com for more information.

* Red text indicates a revision as of Aug.31, 2022



RESIDENCE IMPROVEMENT APPLICATION

***** APPLICATION MUST BE APPROVED BEFORE YOU START WORK *****

Application Date: _____ Proj. Start Date: _____ Proj. Finish Date: _____

Property Owner: _____ Lot #: _____

Address: _____

Email: _____ Phone: _____

We submit herewith: Plans & Specifications Letters Color Samples (2 each) Lot Survey
 Irrigation change estimate Other

Please describe briefly, the proposed modifications including any irrigation system changes. Indicate changes of color & where the color changes will be used. If additional space is needed, complete and attach to this form. Please include a copy of your survey plat and show the location of the proposed improvement in relation to your lot.

IS CITY OR COUNTY PERMIT REQUIRED? YES NO
IS A CITY OR COUNTY VARIANCE REQUIRED? YES NO

Note: Project must be completed within 6 months of approval date; otherwise the Architectural Review Committee must be re-notified. The undersigned certifies that he/she is the legal owner of the above noted property, agrees to comply with all Covenants, Conditions, Easements, Restrictions and Design Guidelines in effect as of the date of this application:

Homeowner Signature _____ Date: _____

FOR ARC USE ONLY

Recommend to Board of Directors: Yes No Date: _____ By: _____

Comments/Contingencies: _____

Board of Directors Approval: Yes No Date: _____ Officer: _____

* Red text indicates a revision as of Aug.31, 2022