

In accordance with:

Section 4.06 of the Breakwater Estates Covenants and Restrictions

External Appearances

The Association must examine and approve or disapprove, plans, specifications, color schemes, block plans and grading plans for any building, garage, fence, wall, retaining wall, outbuilding, deck or other structure of any kind, that shall be erected, constructed, placed or maintained on said property, or any part thereof, and for any alteration, condition, changing, repairing, remodeling, or adding to the exterior thereof, and for such supervision of construction and inspection as may be required to insure compliance therewith, including the services of architects and other persons employed to examine and advise upon such plans, specifications, color schemes, block plans and grading plans. The Board shall have the right to grant variances for approval on applications for additions, remodeling, installation of fences, sheds, garages, etc.

For any external changes to your property the attached ARC form (architectural review committee) must be completed and submitted to the Breakwater Estates Board of Directors at bwehoabod@gmail.com. In addition to the form a drawing of the project with dimensions, a list of materials being used, the contractor's name and address, the contractor's license and insurance certificate must be submitted.

The Review Committee highly recommends obtaining a permit from Sussex County before any work begins.

If you choose to have work done on your property without obtaining a Permit from Sussex County the HOA takes no responsibility for the structural integrity of the project. If approved, the approval is for appearance purposes only to comply with Breakwater Estates community by-laws. If/when a County Permit is obtained, please include a copy of the Permit with this ARC.

A County permit is required for certain building, placement, or improvements made to a property within Sussex County.

The following all require a permit from Sussex County:

- Sheds – Pre-built & Site Built
- Gazebos & Pergolas
- Carports
- Playhouses
- Detached Structures (Garages & Pole Buildings)
- Agricultural Buildings
- Greenhouses
- Pools-Inground/Aboveground
- Solar Panel Installations (ground and structure mounted)
- Retaining Walls
- Additions
- Wood Decks, Porches, Sunrooms
- Fireplaces (Masonry or Factory Built)
- Siding
- Roofing*
- Interior/Exterior Renovations
- Finished Bonus Room
- Finished Basements
- Patios – Concrete/Brick/Paver
- Fences
- Boat Dock, Pier, Bulkhead, Rip-rap

Additionally, please see below list of projects that do not require a permit through Sussex County.

- HVAC (If replacing existing. A permit is required for new installation or additional units.)
- Replacing flooring
- Painting
- Replacement of existing interior or exterior doors, or (2) or less existing windows
- Sidewalks and Driveways
- Electrical and Plumbing
- Crawl Space Encapsulation

For more information, contact the Sussex County Building Permit Section at (302) 855-7720

Application for Exterior Alteration (Architectural Request)

PLEASE PRINT LEGIBLY

Association:	
Subject Property:	
All Homeowner Name(s):	
Homeowner Primary Mailing Address:	
Primary Phone Number:	Secondary Phone Number:
Primary Email Address:	Secondary Email Address:
Describe proposed alteration, attach additional sheets if necessary:	
Contractor's Name, if applicable:	

All Homeowners listed on the Deed must initial and sign this form where indicated.

___ / ___ If applicable, you must submit items 1 through 5 for this application to be processed. If these items are applicable and not submitted, this application will be denied:

1. Total dimensions of proposed project, if applicable, include square footage;
2. Complete list and description of materials to be used, including manufacturer, color, and model;
3. If applicable, plat showing property boundaries with the area of the proposed alteration drawn on it;
4. If applicable, diagram, elevation, and/or illustration of the proposed project, (a working web-link may be used);
5. If a contractor is completing work, copy of contractor's work license **and** certificate of insurance.

___ / ___ The Homeowner(s) hereby agree that any and all liability caused by, or arising from, this modification shall be assumed by the Homeowner(s). Homeowner(s) agree to release the Association, Builder, and Declarant of any and all liability.

___ / ___ Approval by the Association is for the outward appearance only and does not imply any engineering review of a structural nature has been completed. No structure may be permanently installed in any drainage or utility easements. Any construction pursuant to the provisions of this approval shall be subject to the continuing effect of the provisions of the Declaration, Bylaws, Rules and Regulations of the Association, the Architectural Review Committee, the Board of Directors, and/or their designee.

___ / ___ This application will be forwarded for review to the Board of Directors and/or the Architectural Review Committee. It is the Homeowner's responsibility to obtain any government issued permits that may be required for the proposed alteration. If the requested alteration requires any ground to be dug up, it is the Homeowner's responsibility to have any underground utilities identified to prevent damages from occurring.

___ / ___ Depending on the scope of your project, please allow at least 30 calendar days for the Board of Directors and/or the Architectural Review Committee to meet and review this application. Status updates and questions may be emailed to bwehoabod@gmail.com. Please allow two full business days for the committee to respond.

Homeowner's Signature: _____ **Print Name:** _____ **Date:** _____

Homeowner's Signature: _____ **Print Name:** _____ **Date:** _____

Ways to submit this form: Email: bwehoabod@gmail.com
Mail: Breakwater Estates
2 Rusty Anchor Dr
Rehoboth Beach, DE 19971