

Arbor Mill at Mill Creek Homeowner's Association

c/o Priority Community Management

225 Land Grant Street, Suite 5

St. Augustine, FL 32092

arb@prioritymngmt.com

Request for Home Improvement – Architectural Review Application (PLEASE ATTACH A COPY OF ALL PLANS)

The Architectural Review Board may take up to 30 days to review any request

Property Owner: _____ Property Address: _____

Mailing Address: _____

Phone Number: _____ Email: _____

_____ **Satellite Dish**

Include a copy of lot survey and notate on survey where the dish will be installed. Include a picture of the dish, picture of yard area to install dish, and contractor name.

_____ **Exterior Color Selections**

Attach paint color cards if changing color of house, otherwise state repaint same colors. Include information denoting colors of body, trim, doors. Also include paint manufacturer's name and type of paint finish.

_____ **Fence Plan and Detail**

Attach a copy of lot survey with fence location & dimensions notated on survey. Denote type, height, and color of fence along with contractor name. Include pictures of yard area to be fenced.

_____ **Permanent Basketball Backboard**

Provide lot survey and notate location on survey. Include picture of the hoop and pole.

_____ **Pool Plan and Detail**

Attach a copy of lot survey with pool location and dimensions notated on survey. Provide construction documents, finish material, contractor name, and landscape plan. Landscape plan must be shown on the lot survey. Provide pictures of yard.

_____ **Landscape Alterations**

(Includes fountains and water features)

Attach a copy of lot survey and notate locations of the alterations. Provide contractor name and pictures of yard.

_____ **Screen Room or Addition**

Attach a copy of lot survey and with dimensions to scale as well as surrounding landscape plan. Provide all construction documents including footprint, color, material, elevation drawings, contractor name, and pictures of the yard.

_____ **Other**

(Please attach a brief description of proposed improvement, including lot survey with specs, pictures, contractor name, etc.)

Signature of homeowner: _____ Date: _____

Submitted by: _____ (Print Name)

Note: The cost and/or repair of any damage caused to any lot or common area is the sole responsibility of the owner. These plans have been reviewed for the limited purpose of determining the aesthetic compatibility of the plans with the community and in conjunction with deed restrictions of your community. These plans are approved on a limited basis. No review has been made with respect to functionality, safety, and compliance with governmental regulations or otherwise and no reliance on this approval should be made by any party with respect to such matters. The approving authority expressly disclaims liability of any kind with respect to these plans, the review hereof, or any structures built pursuant hereto, including, but not limited to, liability for negligence or breach of express or implied warranty.

This approval concerns only your architectural and/or landscape plans. You are still responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the approved plans. This approval must not be considered permission to encroach on another property owners' rights to use and enjoy all possible property rights. Approval of the plans does not constitute a warranty or representation by the Architectural Review Board or any landowner that the proposed improvements will be consistent with the development plans of any other landowner. In addition, this approval does not in any way grant variances to, exceptions, or deviation from any setbacks or use restrictions unless a specific letter of variance request is submitted and a specific letter of "variance approval" is issued by the party entitled to enforce such setbacks or restrictions. This approval does not constitute approval of any typographical, clerical, or interpretative errors on the submitted plans. Compliance with all applicable building codes is the responsibility of the general contractor and the owner and not that of the Architectural Review Board. The owner is responsible for positive drainage during and after the construction of the lot. No water drainage is to be diverted to adjoining lots. The Owner is responsible for informing the primary contractor. Compliance with all approved architectural and landscaping is the responsibility of the owner of legal record, and any change to the approved plans without prior Architectural Review Board approval subjects these changes to disapproval, and enforced compliance to the approved plans may result.