

Priority Community Management

225 Land Grant Street, Suite 5
St Augustine, FL 32092

ARB@prioritymngmt.com

ARCHITECTURAL REVIEW APPLICATION

DATE OF SUBMITTAL:

LOT#:

OWNER NAME:

PROPERTY ADDRESS:

EMAIL:

PHONE NUMBER:

*****ALL REVIEWS MUST BE SUBMITTED WITH AN APPLICATION, SITE SURVEY, PICTURES OF THE ALTERATION SITE AS IT IS TODAY, PROJECT PLANS AND PICTURE OF THE MATERIALS*****

SITE SURVEY - please provide your home site plan notating location of requested alteration with measurements/colors. This document should have been received in your closing documents.

There are application fees and completion deposits required for "some" communities. Please reach out to ARB coordinators at the above email address to verify if they apply to your community.

___FENCING

Attach a copy of your site survey with measurements, Type/color/height of fence & gate locations. If there is existing fence show with "XXXX". If there is a transition use arrow to show where it will take place. Picture of yard today.

___SCREENED ROOM OR ADDITION

Attach a copy of site survey with measurements, materials, screen color, frame color & construction documents. Pictures of area as is today.

___GUTTERS

Attach a copy of site survey marking where gutters will go along roof line marking where downspouts will be placed. Indicate color of gutters on the site map (be sure to view your communities ARB guidelines). Picture of house today.

___EXTERIOR COLOR CHANGES

Attach paint color sample, manufacturer of paint, paint name/type. If painting entire house indicate colors of body, trim, roof, etc. **if your community is managed by developer check color package Picture of house as is today

___OTHER

Attach site survey notating location of alterations, pictures of area today, materials, pictures of materials, etc. Describe in details below:

___POOL

Attach copy of site survey with pool location and dimensions. Provide construction documents, finish materials and landscape plans. Picture of yard today.

___LANDSCAPING/PALM TREES

Attach a copy of site survey notating location of alterations, measurement to property lines, pictures of plants/trees to be used & yard as is today

___SATELLITE DISH/SOLAR PANELING

Attach a copy of site survey with solar drawn on the roof. For satellite mark on survey where dish will be placed and picture of house

___PAVERS

Attach site survey notating location of alterations, measurements, paver color, picture of paver, project plans & picture of area as is today.

___FLAG POLES

Attach site survey notating location, size of pole size/type of flag & picture of home where to be placed.

NOTE: the cost and/or repair of any damage caused to any lot or common area is the sole responsibility of the owner.

**By law the Architectural Review Board may take up to 30 days to review any request.