

**PONTE VEDRA BY THE SEA ARCHITECTURAL REVIEW BOARD
APPLICATION FORM**

Name: _____

Address: _____

City/State/Zip: _____

Legal Description of the property being applied for (to be defined as the Subject Property):

Nature of Request:

The applicant acknowledges and agrees to submit the following documentation:

For any improvement (an improvement shall be defined as any vertical physical improvement over a defined vertical height of four feet zero inches (4'-0") from the ground and/or water level at any point under the planned improvement):

(i) Seventy Five Dollar (\$75.00) filing fee, and

(ii) five (5) copies of the construction plans and specifications, including all proposed landscaping, if the improvement being submitted requires same. Construction plans shall consist of a complete set of drawings, signed and sealed by the contractor and/or architect/engineer, and

(iii) five (5) copies of an elevation or rendering of all improvements from all visible directions, and

(iv) five (5) copies of a scaled copy of a certified Lot survey, showing: a) the existing improvements, b) the requested improvement, c) the approximate location of all trees 8" DBH (diameter at breast height), and d) any requested alterations thereto, and

(v) such other items as the ARB may deem appropriate.

For submittals that do not consist of any improvement(s), such as change of color, material, texture or surface requests, fence requests, and/or replacement mailbox requests, subject to the ARB interpretation:

(i) Five Dollar (\$5.00) filing fee, and

(ii) five (5) copies of a document (color photograph and accompanying compact disc copy, color brochure, etc.) that accurately depicts the color, texture, material, or representation of the item being requested for review. Actual paint samples are acceptable. Actual samples of materials are not acceptable.

POST IMPROVEMENT/REQUESTED CHANGE FILING FEES

For any improvement (an improvement shall be defined as any vertical physical improvement over a defined vertical height of four feet zero inches (4'-0") from the ground and/or water level at any point under the planned improvement), there shall be a Two Hundred and Fifty Dollar (\$250.00) filing fee if filed after said improvement is already under construction.

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For submittals that do not consist of any improvement(s), such as change of color, material, texture or surface requests, fence requests, and/or replacement mailbox requests, there shall be a Two Hundred and Fifty Dollar (\$250.00) filing fee if filed after said requested change has already been implemented.

DRAWING REQUIREMENTS

(i) All submitted drawings shall be required to be hard-edged line drawings, drawn to scale. No hand-drawn, not-to-scale drawings will be accepted. Hand drawn notes on lot surveys showing generalized locations of fences, walls, etc. are not acceptable. All drawings shall be hard-edged line drawn and dimensioned.

(ii) If the submitted improvement has been previously approved by a written standardized specification, the submittal shall list same in printed or typewritten form.

APPLICANT ACKNOWLEDGMENT

As applicant, I acknowledge and agree to provide such other items as the ARB may deem appropriate in the review of this application, and

I understand that the decision of the Architectural Review Board (ARB) will be based on the provisions contained within the Declaration of Covenants, Conditions, Restrictions and the Easements for Ponte Vedra by the Sea, as recorded in Public Records St. Johns County, FL, O.R. Book 1086, PG 1182 -1232, a copy of which I have received and read prior to the filing of this application. Any ARB approval is solely based on the documentation that I have furnished to the ARB, which accurately depicts the existing and proposed site plan and improvement conditions of the Subject Property.

I understand that ARB approval will not be a determination of a St. Johns County, St. Johns River Water Management District, or any other local, State and/or Federal, building code or other governmental regulatory agency requirement.

I agree that the requested work described in this application for the Subject Property shall be started on _____ and completed on _____. I understand that all work must be commenced and completed no later than the dates established by the ARB.

I hereby swear or affirm that all the information provided in this application, including attachments, is true and accurate, to the best of my knowledge. I hereby authorize the processing of this application and recognize that the final action taken on this petition shall be binding to the Subject Property as well as to the current and any future owners.

Applicant/Owner of Subject Property

Date

July 2007