



LONE PINE ESTATES HOMEOWNER'S ASSOCIATION

**ARCHITECTURAL REVIEW BOARD APPLICATION FOR
CONSTRUCTION, RENOVATION & LANDSCAPING**

Please complete this application and submit it by either email or mail. You may send it to

admin@LonePineEstatesHoa.com or residents@jilsamanagement.com,

or mail it to Jilsa Management at 2005 Vista Parkway, Suite 211, West Palm Beach, FL 33411.

Be sure to include two (2) copies of architectural drawings, any required permitting information, and a brief description of the proposed construction plans.

Please allow 10-20 days for a written response for ARC form.

Owner's Name: _____

Parcel Address: _____

Lot #: _____

Owner's Mailing Address: _____

Telephone: (Daytime) _____ (Evening) _____

Description of project to be approved:

This application is being submitted for (check one):

Initial Review

Final Architectural Review

Attachments to this Application:

Initial Review

Preliminary Site Plan (two copies)

Preliminary Floor Plans (two copies)

Preliminary Exterior Elevations (all sides) (two copies)

Final Architectural Review

Final Site Plan (three copies)

- Civil Engineering Plans (three copies)
- Landscape Plans (three copies)
- Architectural Plans (three copies)
- Exterior Materials and Finish Summary (three copies)

Contractor (if applicable): _____ Contact: _____

Address (vendor/ contractor): _____

Telephone (s): _____

License number: _____ Insured: YES NO

Architect (if applicable): _____ Contact: _____

Address (vendor/contractor): _____

Telephone (s): _____

License number: _____ Insured: YES NO

Landscape Designer (if applicable): _____ Contact: _____

Address (vendor/contractor): _____

Telephone (s): _____

License number: _____ Insured: YES NO

(Please provide copies of current license and insurance information with application including workman's compensation policy.)

General Information:

Lot Dimensions: _____ Bedrooms: _____ Baths: _____

Lot square Feet: _____ Stories: _____

Height from crown of road to roof ridge: _____

Square Footage:

- Air-Conditioned Space (1st Floor) _____
- Air-Conditioned Space (2nd Floor) _____
- Total Square Feet Under Air Covered Porches/Entries/Etc. _____
- Barn/Stabling Area _____

- Other: _____
- Total Square Feet _____

Is there a permit required? Yes No

Has the project been approved by the city of Riviera Beach? (If applicable, please provide copies of such documents.) Yes No

I understand and I will comply with the following:

- If the modification is not completed to the same specifications that were approved, said approval can be revoked and the owner will be required to remove the modification at the owner's expense.
- The owner is responsible to pay for and repair any and all damages done to the common areas as a result of the installation.
- All State, County, or City building codes must be followed, and all work completed must be permitted as required.
- If the modification is not approved or does not comply and the unit owner is notified of such in writing, any alterations made by the unit owner are non-compliant and will be subject to legal action by the Association, and the unit owner shall bear the cost of reasonable attorney's fees incurred by the Association.
- If the Association incurs any expenses while considering the application (i.e. Architectural consultation, attorney's fees or survey's, etc.), the applicant will bear the cost for such fees:

Signature: _____ **Date:** _____

(Owner)

Approved _____ **Date:** _____

Approved _____ **Date:** _____