

Laguna Haven Homeowners' Association, Inc.

Architectural Review Application Form

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Submission of this Form grants permission to the Architectural Review Committee and/or Board Member(s) to enter upon the outside of Owner's property, if necessary, to review Site Plan as submitted.

☐ Check here if Owner notification requested

DATE:

TO:

Administrator, Architectural Review Committee

OWNER:

Name

Street Address

City State Zip

Telephone Email

Email

CONTRACTOR:

Company/Individual

Street Address

City State Zip

Telephone Email

Contractors License Number

LOCATION OF WORK:

Physical Address

NOTE: While the Architectural Review Committee has the authority to approve buildings, fences and other modifications to property within the Architectural Review Committee, it does not relieve or remove the responsibility of the Property Owner to ensure that all State, County or City codes and regulations are adhered to. This includes, but is not limited to, Setback, Height or Wind Load restrictions. The ARC may impose more strict regulations, but does not have the authority to relax or modify local codes and ordinances.

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The Development philosophy for Architectural Review Committee is rooted in a commitment to the preservation of the natural character of the community. Owners are strongly encouraged to retain as much of the existing vegetation on their sites as is practically possible.

DESCRIPTION OF DESIRED MODIFICATIONS/ADDITIONS: (Give full details of purpose and/or reason and location on the property)

PLEASE SUBMIT THE FOLLOWING DOCUMENTATION:

1. SITE PLAN (FINAL SURVEY) WITH MODIFICATION DETAILS DENOTED ON PLAN. **FOR FENCE APPLICATIONS PLEASE INCLUDE ANY EXISTING FENCING ON OR NEAR YOUR PROPERTY LINES.**
2. LANDSCAPE PLAN ON ALL NEW CONSTRUCTION, MAY ALSO BE REQUIRED ON SOME ADDITIONS AND FENCING.
3. PLAN AND ELEVATION VIEWS OF ALL EXISTING STRUCTURES.
4. COLOR SELECTION SHEET USING 3 X 3 CHIPS FOR ALL MATERIALS USED.
5. MANUFACTURERS SPECIFICATION SHEET ON ALL DOOR, WINDOW, SIDING, ROOFING AND FIXTURES USED.
6. ATTACH ANY ADDITIONAL SHEETS THAT HELP TO CLARIFY THE SUBMISSIONS.

FOR ANY QUESTIONS, PLEASE CONTACT BURG MANAGEMENT.

ARCHITECTURAL REVIEW COMMITTEE APPROVAL

YES

NO

BY: _____

DATE: _____

THIS AREA FOR ARCHITECTURAL REVIEW COMMENTS ONLY:

COMMENTS: _____

SUBMIT TO: BURG MANAGEMENT COMPANY

2827 Joan Ave., Suite B
Panama City Beach, FL 32408

OR FAX: 850-235-9002

EMAIL: info@burgmanagement.com

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MANUFACTURERS SPECIFICATION SHEET

LOT NUMBER: _____

BLOCK NUMBER: _____

LOT ADDRESS: _____

PROPERTY OWNER: _____

BUILDER: _____

CONTACT/NUMBER: _____

EXTERIOR COLORS:

BODY: _____

TRIM: _____

SHUTTERS: _____ **BRAND:** _____

WINDOWS: _____ **BRAND:** _____

FRONT DOOR: _____ **BRAND:** _____

SIDE DOORS: _____ **BRAND:** _____

REAR DOORS: _____ **BRAND:** _____

ROOF: _____ **MATERIAL:** _____

EXTERIOR WALLS: _____ **MATERIAL:** _____
VINYL, BRICK, OR STUCCO

SWIMMING POOL: _____ **ENCLOSURE:** _____

WALLS OR FENCES SHALL BE OF ORNAMENTAL IRON, WOOD, VINYL, OR MASONRY CONSTRUCTION.

Total Square Feet _____

Heated and Cooled square feet _____