
MAGNOLIA POINT COMMUNITY ASSOCIATION, INC.

A Florida Corporation Not-for-Profit
% May Management Services Inc.
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ARCHITECTURAL REVIEW COMMITTEE DESIGN REVIEW NEW HOME CONSTRUCTION & ADDITIONS (INCLUDES SCREENED ROOMS) APPLICATION

Date: _____

From: Property Owner: _____ Lot #: _____

Property Address: _____

Phone Number: _____ Email: _____

To: Magnolia Point Community Association, Architectural Review Committee

1. Construction Plan Detail Checklist.

_____ Three copies of the site plan showing all property lines, setbacks, easements, existing trees having a diameter of six (6) inches or more, driveways, fences, underground trench locations, and existing and proposed surface contours, and elevations of the lot.

_____ Three complete sets of construction plans to include:

- a. Floor plan or plans;
- b. Elevations of all sides of the contemplated structure; and
- c. A summary specification list of proposed material and samples or photographs, or pictures of exterior materials and colors which cannot be adequately described.

_____ Two copies of landscaping plan (separate application) to include:

- a. Sod placement;
- b. Location and size of plants and associated ground covering; and
- c. Location of sprinkler system(s).

_____ A non-refundable ARC review fee of \$350.00 (made payable to Magnolia Point Community Association) must be included with the application to pay for the cost of plan review by the Association Architect.

_____ A \$1,500.00 refundable landscape deposit (made payable to Magnolia Point Community Association) is required for **all new home plan submissions** and must be included with this application. This deposit will be refunded within 30 days of the receipt of a Certificate of Occupancy issued by the City of Green Cove Springs.

**ARCHITECTURAL REVIEW COMMITTEE DESIGN REVIEW
NEW HOME CONSTRUCTION & ADDITIONS (INCLUDES SCREENED ROOMS)
APPLICATION**

Owner's Signature: _____ Date: _____

Contractor's Signature: _____

Printed Name: _____ Date: _____

Title: _____ Contractor Emergency Contact Number: _____

2. **Contractors are responsible for meeting the requirements cited in Appendix A.**
3. All home addition projects must be completed within six months of application date.
4. Time of Construction (ref CCR 2.6): All new home construction must be completed with 12 months of commencement of construction which shall be deemed to start when the lot is cleared for construction. If for any reason said construction is halted for more than 180 days, the owner shall remove any and all construction improvements, permanent or otherwise, and the lot restored to its original condition. Violation of this restriction may result in the maximum daily fine of \$100.
5. Please deliver completed application forms and all plans to the MPCA Community Association Manager at the front gate house adjacent to the Exit Realty Building (3616 Magnolia Point Blvd.). Please contact arc@magpt.com to advise when your application and plans are delivered.

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From: MPCA Architectural Review Committee

To: _____

1. Association Architect/Engineer Review.

_____ Provided plans meet the design requirements of the Association.

_____ Provided plans DO NOT meet the design requirements of the Association for the following reasons: .

Signature: _____ Date: _____

**ARCHITECTURAL REVIEW COMMITTEE DESIGN REVIEW
NEW HOME CONSTRUCTION & ADDITIONS (INCLUDES SCREENED ROOMS)
APPLICATION**

2. ARC Design Review.

Your application is approved / disapproved subject to the following conditions, if any:

Signature: _____ Date: _____

Title: _____

Note: These plans have been reviewed for the purpose of determining compliance with MPCA Covenants and aesthetic compatibility of existing architectural plans within the community. These plans are approved on a limited basis. No review has been made with respect to functionality, safety, compliance with governmental regulations or otherwise, and any party with respect to such matters should make no reliance on this approval. 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.

The homeowner is responsible for acquiring any/all applicable permits and inspections.

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 to be permission to encroach on another property owner's rights to use and enjoy all possible property rights. Approval of the plans does not constitute a warranty or representation by the Architectural Review Committee or any developer or 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 deviations from any setbacks or use restrictions unless a specific letter of variance request is submitted and the party entitled to enforce such setbacks or restrictions issues a specific letter of "variance approval". 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 owner and general contractor/ sub-contractors and not that of the Architectural Review Committee or any developer. The owner is responsible for positive drainage during and after the construction. No water drainage is to be diverted to adjoining lots, common areas or wetlands. The owner is responsible for informing the primary contractor of these provisions.

APPENDIX A
CONTRACTOR REQUIREMENTS & RESPONSIBILITIES

1. The primary contractor is responsible for subcontractors meeting the requirements as noted.
2. No materials shall be stored in the roadway. Any materials in the roadway will be removed with a minimum charge of \$500 to the primary contractor.
3. Dumpsters are not allowed in any roadway at any time. The primary contractor will be charged for any towing and recovery charges.
4. No vehicles or trailers shall be left in the roadway overnight. Any vehicle or trailer left in the roadway after normal working hours will be towed and the primary contractor will be charged for any towing and recovery charges.
5. No vehicles or trailers shall be left on the job site overnight.
6. No signs advertising the contractor or subcontractor are permitted on the job site.
7. Primary work hours:
 - Monday through Friday, 7am - 6pm
 - Saturday, 8am - 3pm
 - No Sundays or major holidays (New Year's Day, Easter, Memorial Day, Independence Day, Thanksgiving Day and Christmas Day).
 - All contractors and vendors must leave Magnolia Point by the end time noted above.
8. Failure to follow the above requirement may result in lack of access into Magnolia Point for the primary contractor and subcontractor responsible for violation.