
MAGNOLIA POINT COMMUNITY ASSOCIATION, INC.

A Florida Corporation Not-for-Profit
% May Management Services Inc.
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ARCHITECTURAL REVIEW COMMITTEE DESIGN REVIEW DRIVEWAY MODIFICATION APPLICATION

Date: _____

From: Property Owner: _____ Lot #: _____

Property Address: _____

Phone Number: _____ Email: _____

To: Magnolia Point Community Association, Architectural Review Committee

1. Driveway Plan Detail Checklist

_____ Two copies of the site plan showing the location of the existing driveway and any proposed modifications or additions.

_____ Two copies of the site plan showing the location of all trees greater than 6" in diameter to be removed in conjunction with the driveway project.

_____ Two copies of the proposed materials list to include color photos of any stains or other coatings to be applied or paver samples (as applicable).

Owner's Signature: _____ Date: _____

Contractor's Signature: _____

Printed Name: _____ Date: _____

Title: _____ Contractor Emergency Contact Number: _____

2. Property owners are responsible for reviewing Appendix A - Guidelines.

3. **Contractors are responsible for meeting the requirements cited in Appendix B.**

4. All Driveway Projects must be completed within six months of application date.

5. Please drop off completed forms and any material samples at the MPCA front gate house or scan and email the forms to arc@magpt.com.

**ARCHITECTURAL REVIEW COMMITTEE DESIGN REVIEW
DRIVEWAY MODIFICATION APPLICATION**

From: MPCA Architectural Review Committee

To: _____

1. 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 Green Cove Springs city permits and inspections.

APPENDIX A
GUIDELINES FOR DRIVEWAY REPAIR / MODIFICATION

1. Driveways

- A. All driveway replacement, repair, expansion or other modifications requires approval by the ARC prior to construction. Two complete sets of plans, furnished by the contractor, must be submitted. One set will be retained by the Association and one returned to the owner.

- B. All driveways shall be constructed of standard concrete or stone pavers.

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 shall 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, the Association, 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 B
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, **except for driveway demolition. No dumpster may be left in any roadway overnight.** 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.