

ARCHITECTURAL CHANGE FORM
ST. JAMES GOLF CLUB, INC. HOA
5601 – NW ST JAMES BLVD
PORT ST. LUCIE, FL. 34983
772-344-0219 - FAX 772-344-0818

Name of Applicant	Date of Application	
ADDRESS		
Home Phone	Work Phone	Fax

Description of: Addition, Change Modification, Pool, Ect.
Submit TWO (2) COPIES of all proposed modifications and where pertinent these will be represented by floor plans, exterior elevations (all views), and site plans (showing applicable setbacks and dimensions from property lines to proposed structure). In addition, submissions will include proposed colors, materials and additional information necessary for the Architectural Control Committee and the City of Port St. Lucie, (when involved), to make an informed decision. **NOTE: If all required information is not received with this application, THE ARCHITECTURAL CONTROL COMMITTEE WILL AUTOMATICALLY REJECT the application until all requested information is received.**

DESCRIPTION:

The undersigned acknowledges that they have read and understand this application. They also understand that until a signed approval is received, NO WORK IS TO COMMENCE.

Applicant's Signature	Applicant's Signature
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CONDITION OF APPROVAL:

1. The owner understands and agrees that no work in this request shall commence until written approval by the Architectural Control Committee is received.
2. Construction must meet all zoning, building codes and laws of the county, if permits are required.
3. Applicant has the responsibility for removal, in a timely manner, of all debris resulting from construction.
4. No pool can be started unless the Architectural Control Committee is notified in advance. Before excavating, the HOMEOWNERS SPRINKLER SYSTEM needs to be cut and capped, then fully restored after completion. THE MAIN LINE MUST BE REROUTED FOR FULL ACCESS AT HOMEOWNERS EXPENSE
– Maintenance personnel must be present to inspect-.
5. Access to the back of home must be between the homes.
6. The Contracting Co. and owner are responsible for restoring the access and the surrounding area to the original condition within (5) five days after completion of job.
7. Once approved, construction must be completed within the time and must not cause interference with the neighboring properties.
8. A (\$500.00) five hundred dollar deposit is required for common area damage done by any contractor when installing a pool, patio or any modification to property.
9. A copy of Contractors Certificate of Insurance (Inc. Worker Compensation) and License must be attached.
10. All exterior painting requests will require a color sample of all paints to be used. (Walls, Trim, Ect.).