

ARCHITECTURUAL CONTROL COMMITIEE
PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

Application to **RENOVATE HOME EXTERIOR AND/OR PROPERTY** in Holiday Park Mobile Home District

NAME: _____ DATE: _____

ADDRESS: _____

PHONE: _____

Application fee \$10.00.

The following information shall be required prior to start of construction/planting/alteration:

- This application must be approved and signed by ACC to be valid,
- Must have a City Building Permit (as/if required)
- Permit must be brought to the District Office before work begins on the home. Property pins on affected side shall be located and displayed by applicant.
- Locate proposed work or addition on a copy of **Final Engineering Survey** for the home and lot. Show shape, dimensions, location and identity of area(s) where the work will take place. Use the same scale as that shown on the Survey. If proposed work cannot be clearly shown on a **Final Engineering Survey**, include a scale drawing as previously described. Trees must be removed, stumps must also be removed. Any structure must be set back a minimum of *10 feet* from property line on street side(s) and rear, side setbacks a minimum of *6 feet*. Construction and/or planting are not permitted in easements or setbacks.
- A \$10.00 ACC Application fee shall accompany initial application.

1. On the lines below, explain in detail exactly what is proposed

2. What materials are to be used (i.e. wood, aluminum, stucco, PVC, etc.):

3. Who is to perform the work: (If owner, so state, if contractor or subcontractor(s), list name(s) and type of work each will perform, a copy of their license and insurance certificate.

4. Work will commence on _____ and be completed on _____
(Approximate Dates).

5. Contractor agrees no work will be done on Sunday and Legal National Holidays. Work hours are 8:00AM to 4:00PM.

Approval is subject to applicant obtaining the required City of Palm Bay Building Permit.

Wherever the terms "home", "Mobile Home" or "Manufactured Home" are used herein it shall mean a mobile home defined in the corporate title of this District. Exterior of appurtenance (Patio, Utility Buildings, etc.) should match siding of the mobile home or blend in architecturally. All accessory structures must be tied down.

All debris must be cleaned up daily and removed upon completion of project. All materials must be stored in the carport.

Any Construction without an approved ACC Application will be stopped immediately.

***THESE INSTRUCTIONS, WHICH ARE MADE A PART OF THE APPLICATION TO CONSTRUCT, ARE UNDERSTOOD BY THE UNDERSIGNED.

"The undersigned hereby agrees to supply the ACC with any additional information and/or documentation which may be requested by the ACC."

The ACC reserves the right to visit work in progress and review work upon completion.

Waiver of Liability

This agreement releases Port Malabar Holiday Park Mobile Home Recreation District from all liability relating to injuries that may occur in relation to ACC Board approved property improvements. By signing this agreement, I agree to hold Port Malabar Holiday Park Mobile Home Recreation District entirely free from any liability, including financial responsibility for injuries incurred, regardless of whether injuries are caused by negligence.

I, _____, fully understand and agree to the above terms.

Signature of contractor

Signature of Applicant

APPLICATION RECEIVED **DATE:** _____

ACC PROCESSED: **DATE:** _____
Approved _____ Disapproved _____ Date _____

(MEMBER)
REMARKS: _____

(MEMBER)

APPLICATIONS ARE GOOD FOR SIX (6) MONTHS

This form has been updated and approved by: Approved on December 8, 2014 at Board of Trustee Meeting

Revised December 8, 2014
Revised February 10, 2015
Revised February 14, 2017
Revised March 26, 2018

ACC Chairperson _____ Date _____

Board of Trustee Chairperson _____ Date _____