

Revised 6/21/22

**PORT MALABAR HOLIDAY PARK MOBILE HOME PARK
RECREATION DISTRICT**

**ARCHITECTURAL CONTROL COMMITTEE
215 Holiday Park Blvd. NE
Palm Bay, FL 32907
(321) 724-2240**

APPLICATION TO LANDSCAPE IN HOLIDAY PARK MOBILE HOME DISTRICT

OWNER NAME _____

DATE _____

ADDRESS _____

PHONE _____

- () This application must be approved and signed by ACC to be valid.
- () If work is to be done by a contractor, we will need a copy of their current Tax Certificate and a copy of their recent Insurance before application can be accepted.
- () Recent Final Engineering Survey must be attached to application showing where the landscaping work will take place. Use the same scale as that shown on survey. If proposed work cannot be clearly shown on a Final Engineering Survey, include a scale drawing as previously described.
- () All new plantings bordering mobile shall have a minimum five (5) feet clearance from nearest obstacle, i.e. shrub, tree, fire hydrant, utility pole, etc., and must not go over property line or into a setback.
- () If application is to remove a tree, the stump of any tree must be removed or ground down two inches below ground level. If the tree is on your property line, owner must obtain written approval from all parties concerned. Trees should be bordered around the base and maintain since no weeding or weed eating will be done behind or between trees less than twenty-four (24) inches in diameter. All trees must be kept trimmed above five (5) feet from ground level in order not to hinder mower from cutting the grass under the tree.
- () All cacti, needled plants or otherwise dangerous plants shall be planted and kept trimmed in such manner that creates no hazard to ground maintenance staff or others.
- () Residents must make arrangements for a special pick up of debris with the current garbage removal contractor.
- () All work is to be started within ninety (90) days of the application approval and completed within sixty (60) days from starting date, weather permitting.

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

1. Materials: What materials are to be used (i.e. type of plants, trees, bushes etc).

2. Who is to perform the work: (If owner, so state, if contractor or subcontractor, list name and type of work each will perform, a copy of their current license/tax certificate and proof of insurance. _____)
3. Work will commence on _____ and be completed on _____ (Approximate Dates).
4. Contractor agrees no work will be done on Sundays and Legal National Holidays. Work hours are 8:00am to 5:00pm

ANY WORK WITHOUT AN ACC APPLICATION WILL BE STOPPED IMMEDIATELY.

*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.

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

Waiver of Liability

This agreement releases Port Malabar Holiday Park Mobile Home Recreation District **from all liability 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

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

(SIGNATURE OF PROPERTY OWNER OR
AUTHORIZED REPRESENTATIVE)

(SIGNATURE OF CONTRACTOR OR BUILDER)

APPLICATION RECEIVED DATE: _____

APPLICATION APPROVED DATE: _____

ACC SIGNATURES: _____

REMARKS:

***The undersigned acknowledges receipt of Architectural Control Committee Rules and Regulations.

SIGNATURE OF PROPERTY OWNER

**THE ACC COMMITTEE SHALL HAVE THE AUTHORITY TO PLACE A STOP
WORK ORDER ON ANY PROJECT IN VIOLATION OF THESE
GUIDELINES AND DEED RESTRICTIONS**

If you disagree with your ACC rulings, you have the right to appeal to the Board of Trustees. All such appeals shall be in writing to the Board of Trustees and shall be done within 15 days from the date of the ruling of the ACC. The ruling by the ACC will become final if not appealed to the trustees within 15 days. For purposes herein, a ruling is made when the ACC formally votes on the request. A written decision shall not be necessary. The written appeal shall be filed with the District Office, no later than by 4:00 p.m. on the 15th day after the ACC ruling.

THIS APPLICATION IS VALID FOR SIX (6) MONTHS

The District Office does not have the authority to override ACC denials

All applications must be returned to District Office upon completion