

GRANDE POINTE at Inlet Beach HOMEOWNER'S ASSOCIATION
Architectural Review Committee Submission Review Request
Major Project Application (version 07.16.2024)

Upon review of the Alteration/Modification Application, the ARC will render an opinion as to whether the submittal is acceptable as conforming to the Grande Pointe Design Guidelines, By-laws and Declaration of Covenants, Restrictions and Easements for Grande Pointe at Inlet Beach.

Mail all documents & check(s) together in a single package to: **ECAM – Emerald Coast Association Mgmt., 10221 Emerald Coast Parkway West, Ste. #5, Miramar Beach, FL 32550**, or email to: arcgrandepointe@gmail.com

ARC Use Only

Application Number: _____

Date of Drawings Received by HOA Representative: _____

Date of Fees Received by HOA Representative: _____

Date of ARC Response: _____

ARC Response:

☐ Approved

☐ Application Rejected/Application Incomplete

☐ Not Approved

Homeowner Alteration/Modification Review Request Date: _____

Project Address: _____

Grande Pointe Lot Number (per plat): _____

Walton County Parcel Number: _____

Owner Applicant (only Legal Owner/HOA Member may submit ARC Review Request):

Name: _____

Street Address/State/Zip Code: _____

Phone: _____

Email: _____

☐ I have read, understand, and will comply with the Grande Pointe Design Guidelines (2024).

Owner Signature: _____

Florida Licensed Architect/Engineer of Record (if required):

Name: _____

Street Address/State/Zip Code: _____

Florida DPBR License Number: _____

License Expiration Date: _____

Phone: _____

Email: : _____

Florida Certified Builder:

Business Name: _____

Street Address/State/Zip Code: _____

Florida DPBR License Number: _____

License Expiration Date: _____

Phone/Emergency Contact: _____

Email: _____

Proposed Project Description:

☐ Modification of Existing ☐ Addition to Existing

Part 1 - Fees and Project Information

☐ Application Review Fee (\$1,000 non-refundable) Check # _____

☐ Construction Compliance Deposit (\$1,000; Refundable, conditions apply) Check # _____

☐ Proposed Project Information and Area Calculations for Proposed Work
(Square Footage Area Heated & Cooled, Garage, Porches, Other)

☐ Proposed New Materials List and Specifications

Part 2 - Plans

Please Note:

To facilitate review, kindly identify on each document a distinct page or document number.

Site Plans (to scale; minimum 1" = 20'-0 (based on submitted certified survey); may be multiple plans

- ☐ Drawing # _____ Landscape Plan (if required)
A scaled comprehensive landscape plan is required for all landscape modifications and must indicate existing and new material, size and placement.
- ☐ Drawing # _____ Property Boundaries, Street Name, North Arrow
- ☐ Drawing # _____ Setbacks
- ☐ Drawing # _____ Easements
- ☐ Drawing # _____ Site Clearing & Preservation Plan
(accurately identify & locate all existing trees four - inch (4") caliper or greater indicating 'to remain' or 'to be removed,' and any vegetation outside the building envelope to be preserved')
- ☐ Drawing # _____ Building Placement Plan/Footprint to Scale
- ☐ Drawing # _____ Proposed hardscape, sidewalks, walkways, driveways (brick pavers required)

Building Plans, Elevations, and/or Schematic Drawings

- ☐ Drawing # _____ Proposed Schematic Floor Plans
- ☐ Drawing # _____ Proposed Schematic Elevations or Schematic Drawings (must show front and general building massing)

Part 3 -

Acknowledgements

Approval of this Major Modification/Alteration Application by the Architectural Review Committee indicates that your proposed modification or alterations comply with the Grande Pointe Design Guidelines (2022). Such approval does not certify structural integrity or waive any requirements for approvals, building permits or inspections by any authority having jurisdiction.

If this application is approved by the ARC, such approval does not grant approval to proceed with the work. The ARC will issue a separate notice granting approval to commencement of the work. The following documents must be submitted prior to commencement of the work and must remain in effect for the duration of the project:

- A Certificate of Insurance with Grande Pointe Homeowners' Association listed as a 'Certificate Holder.'
- Homeowner's or Contractor's Proof of Liability Insurance
- Contractor's Proof of Workers Compensation or Waiver Certificate
- Applicable Walton County Planning Department Approvals and Permits
- Applicable Walton County Building Department Approvals and Permits