

Ocean 21/22 Association, Inc.

Architectural Review Board (ARB) Application

Windows, Sliding Glass Doors, and Entry Doors

Applicant Information

- Resident Name: _____
 - Building / Unit: _____
 - Phone Number: _____
 - Description of Proposed Work:

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Contractor Information

- Contractor Name: _____
- Phone Number: _____
- Contractor Address: _____

Required Documents (Attach):

- Contractor License
 - Certificate of Liability Insurance
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Project Timeline

- Estimated Start Date: _____
 - Estimated Completion Date: _____
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Acknowledgments & Agreements

By submitting this application, the owner and contractor acknowledge and agree to the following:

- All work must comply with Ocean 21/22 Association guidelines.
- All alterations must comply with Duval County Building and Zoning Codes.
- Required building permits must be obtained and properly displayed prior to the start of work.
- Unauthorized exterior alterations may result in fines and required restoration at the owner's expense.
- This ARB application must be submitted with the required application fee and approved by the Board before any work begins.

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- Contractors must follow all approved window, slider, and door specifications, including installation procedures.
 - Alta Engineer has provided installation specifications.
 - Incomplete application packages may result in processing delays or denial.
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Window Requirements

- **Exterior Color:** Bronze
 - **Tint Color:** Turtle-Tint Brown
 - **Wind Rating:** 120 mph
 - **Interior Color:** Owner's discretion
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Inspection Fees New Windows/Sliders/Entry Doors

- **\$250.00 per rough opening inspection**
 - Spalling may require temporary boarding until repair inspection approval (up to 6 weeks)
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Entry Door Requirements

- Solid panel door
 - Spring Hinges
 - **\$250.00 Inspection if Spalding is found during the removal.**
 - Minimum 20-minute fire rating
 - **Paint Color:** Sherwin Williams SW7069 Iron Ore
 - HP29 – 80-424 (Gallon)
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Sliding Glass Door Requirements

- **Large Balconies:** 4 or 5 panels
 - **Units A & F:** 2 or 3 panels
 - **Units B & E (Bedrooms):** 2 panels
 - **Inspection Fee:** \$250.00 per rough opening
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Approval Process

1. Submit **two (2) copies** of this application with all supporting documents.
2. ARB will respond within **15 days**, unless an extension is required.
3. Approved work must commence within **three (3) months**, or re-approval is required.

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4. Work must be completed within the approved timeframe unless an extension is granted.
 5. Owners may appeal the ARB decisions to the Board of Directors.
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Owner Responsibilities

- I have read and understand the ARB Policies and Procedures.
 - All materials must be stored inside my unit.
 - I am financially responsible for any damage caused by my contractor.
 - Unused materials must be removed within **seven (7) days** of project completion.
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Signatures

- **Owner's Signature:** _____ **Date:** _____
 - **Contractor's Signature:** _____ **Date:** _____
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For Association Use Only

- **Received By:** _____
 - **Status:** Approved Denied
 - **Date:** _____
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Submission Instructions


Ocean 21/22 Association, Inc.

Attn: Office

2100 Ocean Drive

Jacksonville Beach, FL 32250

 Phone: (904) 249-3500 or Text(904) 510-7850

 Email: Office@ocean2122.com