

# HOLLEY BY THE SEA IMPROVEMENT ASSOCIATION, INC.

6845 Navarre Parkway, Navarre, FL 32566  
Phone: (850) 939-1693 Fax: (850) 939-5848

Application Date: \_\_\_\_\_

Date received in Architectural office \_\_\_\_\_

Architectural office initials: \_\_\_\_\_

Form revised 12/2011

Area _____
Blk: _____
Lot: _____

## APPLICATION FOR NEW RESIDENTIAL STRUCTURE

<u>Office Use Only</u> _____ _____ _____
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Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Builder: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

<u>Completely fill out front and back of this application.</u>
\$2,000 Deposit Check Number: _____
\$2,000 Bond Number: _____
\$500 Application Fee Check Number: _____

Fax #: \_\_\_\_\_

e-Mail: \_\_\_\_\_

### SPECIFICATIONS OF STRUCTURE

Sq. Ft. of home or each unit if multi-family: \_\_\_\_\_ Sq. Ft. of Garage: \_\_\_\_\_

Roofing Materials and Color: \_\_\_\_\_ (Metal roofs require Board approval)

Driveway Materials: \_\_\_\_\_

Exterior Materials and Color: \_\_\_\_\_

Will this be a model home? **Yes or No**

Landscaping done by Owner or Builder: \_\_\_\_\_

Rain Sensors to be installed? **Yes or No** (Required by State)

### SILT FENCES MUST BE USED DURING CONSTRUCTION EFFECTIVE August 1, 2003.

Start Date of Construction: \_\_\_\_\_

Finish Date of Construction: \_\_\_\_\_

Landscape Completion Date: \_\_\_\_\_

### REVIEW HBTS OR HIDDEN CREEK ESTATES PROTECTIVE RIGHTS AND RESTRICTIONS FOR DETAILS

**It is a requirement to sod and install a sprinkler system in all cleared areas. The front and side yards must end at the street edge.** Driveways must be paved to the street. On the unpaved roads, sod must be laid at least 15 feet from the front property line to the street's edge. Any damage to adjacent lots must be brought back to original state. **Builder is responsible for containing storm water run off on the property and must install proper equipment to drain water out to the culvert.** All construction shall be completed in accordance with the submitted information and **completed within one year** from the starting date.

**I also understand that I must meet with an architectural staff member before clearing any lot, and a final inspection must take place before occupancy. Failure to obtain a FINAL inspection before occupancy may result in forfeiture of the \$2000 Builder Bond. I must post the HBTS construction permit on every lot that has been approved by the HBTS Architectural Committee. I, the undersigned, understand the rules and regulations of the Association concerning the Architectural requirements and agree to adhere to them.**

**The following must be included with your application:**

- A. Access street(s), walkway(s), drives and other exterior improvements.
- B. Foundation plans if other than slab on grade.
- C. Lot survey showing location of structures on property, i.e., a plot plan.
- D. Floor plans, including an exact computation of the square footage of each floor in 2 copies for Hidden Creek Estates. For HBTS, only elevation drawing showing views from all four sides of the structure and square footage annotation is required.
- E. Properties where sewer is available must connect to it.
- F. If sewer is not available, denote where septic tank is being placed.
- G. Detailed drawing of other features desirable for clarification such as exterior walls, screens, pools, fencing, and any provisions for recreation vehicles, boats, etc.
- H. Total enclosed heated/air conditioned square footage (state by floor plan in the case of a two-story residence).
- I. All roof mounted equipment and solar collectors.
- J. Landscape drawing that indicates sod, sprinkler system and other landscape improvements; must be signed by builder and property owner (denote where Florida Friendly landscaping permitted).
- K. Rain Sensors as required by Florida Law.
- L. County approved plans for an adequate water run-off control plans for abutting properties.

**NO CONSTRUCTION IS PERMITTED UNTIL APPROVED.**

After reading each section below, initial in the space provided that you understand and agree to the policy:

\_\_\_\_\_ : Any submission that does not include all plans, materials, applications and other items as required will be rejected by the Architectural Committee and will not be approved until all requirements have been met. Any changes to the approved application must be submitted to the Architectural Committee for approval. Rejected submissions must be resubmitted a minimum of 7 days in advance of the next meeting. **If application is rejected twice, the application process must start completely over with a new application and a \$500 fee.**

\_\_\_\_\_ : **HBTS WILL NOT GRANT ANY VARIANCE THAT CONFLICTS WITH COUNTY, STATE OR FEDERAL CODES NOR DOES APPROVAL OF THIS APPLICATION ASSURE COMPLIANCE WITH THESE CODES.**

\_\_\_\_\_ : All construction shall be completed in accordance with the submitted information and **completed within one year** from the starting date.

\_\_\_\_\_ : A final inspection must take place before occupancy. **Failure to obtain a FINAL inspection before occupancy may result in forfeiture of the \$2000 Builder Bond.** Any waiver/hardship or deviation from the application must be approved in writing from the Board of Directors.

**Signature of Owner and Builder is required.**

Owner Signature: \_\_\_\_\_ Date signed: \_\_\_\_\_

Owner Printed Name: \_\_\_\_\_

Builder Signature: \_\_\_\_\_ Date signed: \_\_\_\_\_

Builder Printed Name: \_\_\_\_\_