

Town Park Homeowner's Association Architectural Review Committee Project Application

IMPORTANT: **Prior** to starting your project, you **MUST** obtain approval of the project and obtain any and all necessary permits required by the City of Port Orange and/or Volusia County.

Application date _____

Owner's Name _____

Owner's Address _____

Telephone Number (day) _____ (evening) _____

Please describe the project you want to install or build on your property, or the modifications you want to make to your property (examples include, but not limited to, painting the exterior of your home, installing a fence or pool, shutters, lanai's, modifying a driveway). Include a description of the type of materials you plan to use, as well as the colors. Include photos, brochures, landscaping plans, elevation, dimensions, shapes, samples and location on lot.

If you are repainting the exterior of your home the *same* colors please list the colors.

Contractor signs can only be displayed while work is performed on homeowner property. After work is complete signs must be removed.

Contractors Name _____ Phone _____

Permit applied for: Yes ___ No ___ Permit # _____ Permit date ___ _____

Submit Completed application and documentation to: Justin Guild, Property Manager Daytona Realty and Property Management ~ 927 Beville Rd., Suite 102 S. Daytona, Fl. 32119
(office) 386-310-7893 **(cell)** 443-336-6621 **(fax)** 386-868-5351 **(email)** jguild@daytonapm.com

DO NOT WRITE IN THIS SPACE

On this date: _____ The Architectural Review Committee has:

_____ Approved the above request.

_____ Approved the above request subject to the following conditions. _____

_____ Denied the above request for the following reason. _____

ARC Committee has 30 days from date received by Management Company to approve and/or disapprove the request.