



**HERON'S WALK**  
**ARCHITECTURAL REVIEW BOARD**

c/o Prospectus, LLC  
1927 South 14<sup>th</sup> Street - 113  
Amelia Island, Florida 32041  
(904) 491-7600

**APPLICATION FOR FINAL REVIEW OF DESIGN**

Location: \_\_\_\_\_ Unit: \_\_\_\_\_ Lot \_\_\_\_\_

Builder/Subcontractor: \_\_\_\_\_ Phone \_\_\_\_\_

Mailing  
Address \_\_\_\_\_

Architect/Designer \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Landscape Architect/Designer \_\_\_\_\_ Phone \_\_\_\_\_

Owner/Buyer \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Check list for submitting plans for Final Review**

( ) ARB Submittal Fee: A check in the amount of Three Thousand Five Hundred Dollars (\$3,500.00), of which Three Thousand Dollars (\$3,000) is the Construction Deposit and Five Hundred Dollars (\$500.00) is a non-refundable submission fee. The Construction Deposit will be refunded upon the Final Compliance Inspection less any fines assessed for violations for the Construction Requirements and Regulations. Alterations or additions which are separate from the original submission, such as pools and screen enclosures require a Seventy-five Dollar (\$75) check (non-refundable) with submittal. Checks shall be payable to ***Heron's Walk Property Owners Association, Inc.***

( ) Application.

( ) 4 sets of house plans (1 for ARB) including but not limited to the following drawings.

( ) Topographic & Tree Survey.

( ) Site Plan: Showing property lines, existing topography, existing trees 6" and larger, building restriction lines, location of structure, walks, drives, patios, retaining walls, fences, exterior lighting, and grading plans (proposed Topography). Finish Floor Elevation of main level conditioned space and Garage.

( ) Floor Plans.

( ) Exterior Elevations:  
Showing actual and proposed  
grade lines and indicating all  
materials.

( ) Landscape Plan. (to include  
location of septic systems drain  
field)

( ) Samples of Exterior  
finishes, colors and roof material.

( ) Septic system drain field  
elevation as approved by Duval  
County Health Department

\_\_\_\_\_  
(Septic system drain field must be  
shown on final plans)

Application # \_\_\_\_\_

Date \_\_\_\_\_  
Application Fee Received

Final Design Approval  
Date \_\_\_\_\_

Preliminary Building  
Placement Approval  
Date \_\_\_\_\_

Final Building  
Placement Approval  
Date \_\_\_\_\_

Building Permit  
Issued  
Date \_\_\_\_\_

Final Compliance  
Inspection  
Date \_\_\_\_\_

**Finish Floor Elevation** of Main Level conditioned space \_\_\_\_\_

**Finish Floor Elevation** of Garage \_\_\_\_\_

**Home Square Footage**

Conditioned Space (1<sup>st</sup> Floor) \_\_\_\_\_ sq. ft.

Conditioned Space (2<sup>nd</sup> Floor) \_\_\_\_\_ sq. ft.

Total Conditioned Space \_\_\_\_\_ sq. ft.

**Exterior Materials & Finishes List**

Material	Color	Manufacturer	Product Name	Product No.
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Wall: \_\_\_\_\_

Fascia: \_\_\_\_\_

Trim: \_\_\_\_\_

Shutter Color: \_\_\_\_\_

Entry Door: \_\_\_\_\_

Doors: \_\_\_\_\_

Roof: \_\_\_\_\_

Gutters: \_\_\_\_\_

Drip Edge: \_\_\_\_\_

Chimney Cap: \_\_\_\_\_

Windows: \_\_\_\_\_

**Fence / Type**                      ( ) Yes                      ( ) No

Delgard Aluminum 42" (as approved by ARB Board)

Color  
Black

Pool                    (   ) Yes                    (   ) No (Location of pool must be drawn on site plan.)

**Deck:**

Material \_\_\_\_\_ Color \_\_\_\_\_

**Equipment Screen:**

Material \_\_\_\_\_ Color \_\_\_\_\_

**Screen Enclosure:**

Frame Color \_\_\_\_\_ Screen Color \_\_\_\_\_

**The above portion of this application provides a checklist for submitting plans. The Committee will not review your plans if the package is not complete.**

## **Construction Requirements and Regulations**

The following is a list of requirements and regulations for all Contractors and Sub-Contractors constructing homes or renovating existing homes in Heron's Walk.

- 1) Normal construction hours are 6:30 AM to 6:30 PM Monday through Friday. No work is allowed on Sunday unless passive (i.e., noiseless) and previously approved by the ARB Administrator.
- 2) No radios, non-construction related loud noise or pets shall be allowed upon the property. No activity shall be permitted on any part of the property which shall be illegal, noxious or offensive or which is or may become a nuisance or a source of embarrassment, discomfort or annoyance to other residents. All builders shall minimize their impact on the neighborhood. All construction activity shall be confined within the boundaries of the lot lines.
- 3) When lot is being cleared, and during construction, debris shall not to be placed on adjacent lots, in the street on the easement or right-of-way. ***Any improperly placed debris will be subject to cleaning charge of \$50.00 (or cost plus 10%, whichever is greater).*** Damage or clean-up to the street or curb is the responsibility of the Contractor / Property Owner. Any clean-up or repair performed by the Developer will be assessed to the Property Owner.
- 4) All building sites must have a dumpster (wire cages are not a substitute) on the site prior to the slab being completed. Failure to comply with this policy will result in a \$25.00 per day fine until compliance is met. All lots must be cleaned daily, by 5:30 PM, of all wind dispersible debris. ***There will be a charge of \$50.00 (or cost plus 10% surcharge, whichever is greater), if, The Developer has to provide site cleaning of a Contractors Project.*** Project sites not completely cleaned of all debris by 5:30 PM on Friday will result in the Developer cleaning the site and storing the debris on site, ***and a minimum charge of \$100 will be assessed to the lot owner per half hour in increment thereof. If trash or construction debris have to be removed from a pond, stormwater basin or stormwater pipe by the developer, a minimum charge of \$200 will be assessed or cost plus 10%, whichever is greater.***
- 5) A portable toilet shall be located thirty (30) feet back from the curb with the access door facing the opposite direction of the street. **Variance from this distance requirement must be cleared with the ARB in advance.**

- 6) As prescribed in the ARB Guidelines, protective measures shall be undertaken to preserve existing trees, shrubs, and ground covers during construction activities to minimize site disturbance resulting in bare soil conditions.
- 7) Temporary swales and other sediment control methods must be installed to reduce run-off during construction. The use of hay bales and/or silt barrier is required to be installed at erosion problem areas. A silt barrier and/or hay bales must be used on all waterfront lots during construction to control erosion. ***This silt barrier is to be installed prior to clearing the lot.***
- 8) ***72 hours prior to commencement of construction, the Contractor/Sub-Contractor and Property Owner are responsible for calling for a utility locate.*** The Contractor/Sub-Contractor and Property Owner are responsible for knowing the locations and types of all utilities and must protect existing utilities during construction. ***Damage to utilities shall be subject to cost of repair by the utility company and billed to the Contractor/Sub-Contractor and Property Owner.***
- 9) ***Wherever*** applicable, all required driveway sub-surface material shall be placed prior to construction. All construction and delivery vehicles shall enter and exit the lot using the sub-surface area and shall not enter nor drive through the lot in random locations which could adversely effect existing vegetation and take excessive amount of soil into the street. ***Adjacent lots are not to be used for access. Any damages to streets to curbs will be subject to cost of repair plus a 10% surcharge.***
- 10) Any construction activity or related parking shall not block traffic along the public street. Parking shall be restricted to the front of the lot or on the lot under construction.
- 11) Any spillage of concrete or dirt onto the paved public community street shall be removed from the surface during the same day. ***Any spillage will be subject to removal charge of \$100.00 (or cost plus 10%, whichever is greater).***
- 12) Special care must be taken to protect all trees with a diameter of four inches (4") or more measured at breast height. Absolutely no parking or driving of construction vehicles is permitted under the canopy of these trees. Trees with a diameter of twelve inches (12") or greater that are located within fifty feet (50') of the house foundation must be protected with a barrier of brightly colored material that stands at least thirty-six inches (36") higher than the existing grade that is staked at the edge of the tree's canopy. The barrier must surround the tree or the part of the tree that is on the Owner's lot. If the tree is located at the rear of the house where no vehicle can drive this rule may be relaxed with the prior approval of the ARB. ***At any time the protective barrier is not properly erected a fine of fifty dollars (\$50.00) shall be assessed for each day. At any time construction vehicles are observed parking beneath a tree canopy a fine of seventy-five dollars (\$75) shall be assessed for each vehicle for each day. If a vehicle is observed to be parked or driving over the staked barrier or the previous location of a staked barrier a fine of \$100 will be assessed for each occurrence each day.*** If the site is heavily wooded causing the observance of this rule to be impossible or impracticable, the Owner or Contractor must submit a plan and stake a protective barrier path for all construction traffic and construction parking to obtain ARB approval of the plan prior to any construction.
- 13) After the final date of certification of occupancy, any damage incurred to the public street, curbs or common areas shall be billed to the Contractor/Owner.
- 14) The Contractor/Owner is responsible for positive drainage during and after construction. Any drainage problem remaining after construction shall become the responsibility of the Property Owner.
- 15) All AC units and pool equipment must be walled or fenced, as approved by the ARB, to match the main body of the house, and landscaped.
- 16) Burning of trash or debris is strictly prohibited.

**Any Contractor/Sub-Contractor or Owner in Violation of these requirements and regulations will be assessed a fine for each violation as described above. Fines will be assessed against the refundable portion of the ARB Construction Deposit. Owner and/or Contractor are responsible for the payment of all fines described herein and any damages to the community property. The responsibility for the repayment of damages includes damages created by all subcontractors, materialmen and delivery personnel or vehicles under the direction of the Owner and/or Contractor. Any fines or damages outlined herein in excess of the Construction Deposit will be paid promptly. Payments not received within thirty days of notification by the ARB shall bear interest at eighteen percent (18%) or the maximum rate allowed by law, whichever is greater. The deposit, or any balance thereof, will revert to the association if a final inspection is not requested and an Acknowledgment of Project Completion form is not completed within 30 day of completion of the Project.**

**Owners acknowledge that fines or damages not paid can be assessed against their lot and may be treated as other assessments prescribed in the "Declaration of Covenants, Conditions, Restrictions For Heron's Walk." Owners should make sure that all fines and damages are paid prior to releasing or authorizing a lender to release funds or make payments to the Contractor.**

**We are submitting this application and construction drawings to the ARB for approval. We agree to be bound by all of the requirements and regulations as they pertain to construction or renovation of a residential dwelling in the community of Heron's Walk as described herein.**

"OWNER"

\_\_\_\_\_

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

"OWNER"

\_\_\_\_\_

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

"CONTRACTOR"

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

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