

**HERITAGE HARBOR GOLF & COUNTRY CLUB COMMUNITY ASSOCIATION
DESIGN REVIEW BOARD (DRB) APPLICATION**

4131 GUNN HIGHWAY, TAMPA, FLORIDA 33618 * (813) 600-1100 * Fax (813) 963-1326

Date Check Received _____
Check No. _____
Date Check Returned _____

- * DRB Meetings are usually held the 2nd Tuesday of each month (subject to change).
- * **APPLICATIONS MUST BE RECEIVED BY THE 1ST OF EACH MONTH.**
- * **A \$50.00 application fee shall apply to all applications. NO applications will be considered for review without a check attached.**
- * **The \$50.00 fee will be returned if project does not commence prior to receiving written approval from the DRB.**

APPLICATION DATE: _____ DATE RECEIVED BY DRB: _____

Is this application a resubmission of a previous application? Yes No (Circle One)

The undersigned owner seeks approval from the Heritage Harbor Design Review Board ("DRB") as follows (circle all that apply):

Pool/Spa Screen Enclosure Fence Landscaping Other

Narrative Description of Additions/Alterations: _____

(Continue on Additional Sheet if Necessary)

*****COPY OF OFFICIAL LOT SURVEY SHOWING THE LOCATION OF THE IMPROVEMENT MUST BE SUBMITTED WITH THE APPLICATION OR IT WILL NOT BE REVIEWED.*****

Also included (circle all that apply):

Specifications for Alterations Color Swatches Material Sample Brochures Photographs Drawings

The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules and regulations, code, and ordinance; including, without limitation, zoning ordinances, subdivision regulations, and building codes. The DRB shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances.

I WILL NOTIFY THE DRB IN WRITING WITHIN 30 DAYS OF COMPLETION OF THE PROJECT BY PROVIDING A NOTICE OF COMPLETION FORM.

SIGNATURE OF OWNER: _____ PRINTED NAME: _____

PROPERTY ADDRESS: _____

TELEPHONE (H): _____ (B) _____ (CELL) _____

EMAIL ADDRESS: _____

ACTION OF THE DRB

_____ RECOMMEND APPROVAL _____ RECOMMEND DISAPPROVAL DATE: _____

COMMENTS/CONDITIONS: _____

DRB CHAIRPERSON SIGNATURE: _____

THIS APPROVAL IS GOOD FOR ONLY 6 MONTHS AFTER THE DATE OF APPROVAL AFTER WHICH TIME YOU WILL NEED TO RESUBMIT FOR APPROVAL.
(Revised February 2009)

**HERITAGE HARBOR GOLF & COUNTRY CLUB COMMUNITY ASSOCIATION
NOTICE OF COMPLETION
4131 GUNN HIGHWAY, TAMPA, FLORIDA 33618 * (813) 600-1100 * Fax (813) 963-1326**

DATE: _____

DATE RECEIVED BY DRB: _____

The undersigned OWNERS hereby :

1. Notify the Heritage Harbor Design Review Board (DRB) that construction of the improvements at:
_____ have been completed, and
2. Request the Heritage Harbor DRB to make its final inspection of the improvements.
3. Project Description: _____

SIGNATURE OF OWNER: _____

PRINTED NAME OF OWNER: _____

TELEPHONE (H): _____ (B) _____ (CELL) _____

[TO BE COMPLETED BY THE HERITAGE HARBOR DESIGN REVIEW BOARD]

An inspection was made of the above-referenced property on _____ and such inspection revealed:

_____ that the improvements **were** constructed in substantial compliance with the plans and specifications for which Plan Approval was received.

_____ that the improvements **were not** constructed in substantial compliance with the plans and specifications for which Plan Approval was received and the following corrections and/or modifications are required:

NOTE: Inspection and approval of construction hereunder is made on the basis of aesthetic considerations only and the DRB shall not bear any responsibility for ensuring the structural integrity or soundness of approved construction or modifications, nor for ensuring compliance with building codes and other governmental requirements. The DRB, and its members shall not be held liable for any injury, damage or loss arising out of the manner or quality of approved construction or modifications.

Date: _____

By: _____

(Revised Feb 2009)