

Grand Manor Homeowners Association, Inc.
Application for Architectural Review Committee

Submit Request to the online portal
NFI Property Management Solutions LLC, 7139 N. 9th Ave., Suite P, Pensacola, FL 32504
Phone (850) 484-2684 Fax: (850) 474-3551 Email: compliance@nfipms.com.

Owner please be aware that you are responsible for obtaining any required permitting, observing all easements and setbacks and adhering to any local, state and federal laws. Also, if permits and inspections are required, please provide proof of passed inspection upon completion of project.

Address _____ Application Date _____
Owners Name _____ Telephone _____
Mailing Address (if different) _____
Email: _____

Improvements (check all that apply)

_____ Fence _____ Shed _____ Pool _____ Satellite dish _____ Screened room _____ Driveway change
_____ Gutters _____ Landscaping design _____ Sprinkler system _____ Roof _____ Pool
Other (explain) _____

If required, have you applied for the proper permits from all government agencies? YES / NO

Estimated Start Date _____ Estimated Completion Date _____

Describe, in detail, the improvements. Include color(s), size(s), specifications, materials, location on lot, and any other pertinent information (refer to your CCR's) required by the committee to make a decision. Attach a copy of the lot survey (included in your closing documents); elevation plan and site-clearing plan (if applicable). Sketch on the lot survey the proposed alteration, as it will appear when completed, or attach additional sheets and picture if available. APPLICATION'S CANNOT BE SUBMITTED TO THE ARC WITHOUT ALL ABOVE REQUIRED INFORMATION.

Please refer to your covenants and restrictions for guidelines on what is and is not permitted in Grand Manor Homeowners Association, Inc. You will be notified in writing of the decision of the committee. By approving this request, the association is not assuming any responsibility for the safety, construction, operation, maintenance, accident, injury, or claim that may arise from the change in the property.

I understand that approval does not relieve me of the responsibility for obtaining any and all necessary Building Permits, Variances, and/or observing all local zoning ordinances, setbacks and adhering to any local, state and federal laws. Also, if permits and inspections are required, please provide proof of passed inspections upon completion of project. If approved by the association, I agree to make the changes exactly as stated under the terms, conditions and specifications as described in the approval. All improvements must be on my property or property lines. If any portion of the Associations property is disturbed or damaged by either myself, or my contractor, I agree to be responsible for and to restore the common elements to their original condition.

Article III. Architectural Control

No residential structure, wall, mailbox, detached storage or maintenance shed, driveway or other structure or improvement of any nature whatsoever shall be commenced, erected, placed or altered on any Lot in the Subdivision until the design, location, nature, kind, shape, height, materials, color and other specification have been approved in writing as to the quality of workmanship and materials, harmony of the exterior design with the requirement of this Declaration and with existing structures and location with respect to topography and finish grade by a majority vote of the Architectural Control Board, or by the Architectural Review Representative selected by a majority vote of the Architectural Control Board.

Signature of Applicant: _____ Date: _____

To be completed by Architectural Review Committee:

Date Received _____ Received By _____
Date Processed _____ Date Approved/Denied _____

_____ Approved _____ Disapproved _____ Conditional Approval-Condition: _____

Signatures of Architectural Control Committee:
