

EXHIBIT "A"

APPLICATION FOR ARCHITECTURAL REVIEW – PRELIMINARY ADDITION OR NEW RESIDENCE
 (Please print or type)

This application must be submitted prior to the commencement of work.

Owner's Name _____ Home Tel _____ Work Tel _____
 Owner's Address _____
 Address of Property to be improved _____ Lot # _____
 Contractor's Name _____ Phone # _____
 Architect's Name _____ Phone # _____

In accordance with the General Covenants and Restrictions covering the property described above, I/we hereby apply for written consent to commence the following architectural or landscape project:

Briefly describe the request _____

Submit the following applicable information along with this application. (Two sets)

Preliminary Documents Submission

Two sets, in twenty-four by thirty-six inch format (**24" x 36"**), with the embossed seal of the Architect and/or Landscape Architect affixed, shall be submitted. Included shall be:

N/A	Submitted	(Refer to ADR Manual for details required on the following items)
_____	_____	1. Complete Preliminary Application Form (signed by Owner & Architect)
_____	_____	2. Preliminary Review Fee (see below)
_____	_____	3. Preliminary Survey (sealed by a Licensed Surveyor within one year)
_____	_____	4. Preliminary Site Plan and Calculations Table
_____	_____	5. Comparative Analysis Drawing (front elevation and photographs of the adjoining 2 residences) **Note-Will not be reviewed without this.
_____	_____	6. Preliminary Architectural Floor Plans
_____	_____	7. Preliminary Elevations
_____	_____	8. Preliminary building Sections & Primary Wall Section
_____	_____	9. Outline Specifications (include exterior residences & site material & colors)
_____	_____	10. Preliminary Landscape/Hardscape Documents

It is understood that the PRELIMINARY REVIEW is for the above-described work only and is detailed in the Preliminary Review letter based upon facts presented. I understand that all Preliminary Review letters are valid for six (6) months after review or said review becomes null and void. **The architectural review fees paid with Preliminary Application are non-refundable once review process begins.** I further understand that architectural review fees are non-refundable should the approved project be delayed or cancelled.

The Final Application and the Contractor's Agreement must be presented along with all fees prior to Final Approval. Upon Final Approval, a Final Approval Letter will be issued prior to commencement of any work. **(Please note that a Final Approval is only valid for 6 months from the date of issue.)**

If an existing house is to be demolished to make way for new construction, such demolition may not occur prior to the Final Approval letter by the ADR, which includes Town of Jupiter permit and new construction must commence within 90 days thereafter.

Projects shall be completed within time specified in Construction Section of the Architectural Design Review Manual. Projects lasting over allowed time may be subject to loss of their construction deposit and a fine on a per calendar day basis of \$100 per day.

Should a project exceed the allowed timeframe, a request shall be made to the ADR for an extension. If an extension is granted a project schedule shall be provided showing completion dates for construction. Should these completion dates not be met a fine of \$100/day per deadline missed with a maximum of 10 days will be imposed upon the contractor. These fines may be paid directly or taken out of the contractor deposit. Should the deposit be used for payment of fines the ADR may require it be replenished prior to commencement of further construction.

Contractor parking will be confined to the subject lot, the available street space at the curb bordering the subject lot, or off of Admiral's Cove property.

Flagman/Flagmen will be required, at the discretion of the POA or Security, to control overflow parking and traffic. The POA reserves the right to stop construction until such time they deem parking/traffic issues have been remedied or have adhered to POA requests.

All rules, regulations and covenants in the Admiral's Cove Master Property Owners Association Architectural Design Review Manual shall be in effect unless specifically delineated and approved on the approved drawings. It is the responsibility of the petitioner (Homeowner) to specifically request any variance or change from the requirements.

The ADR Committee and the Association hereby request the Owner to consider the use of arbitration to resolve any disputes related to this Application. As an alternative to litigation, the Association and the ADR Committee believe that arbitration can provide faster, less expensive and more reasoned resolutions to any disputes. Although the Association cannot require an Owner to submit to binding arbitration, if the Applicant is willing to have the Applicant and the Association mutually waive their litigation rights in favor of binding arbitration, please initial below.

Applicant and the Association and ADR Committee hereby mutually agree to submit all disputes related to or arising from this submittal to binding arbitration administered pursuant to the Florida Arbitration Code. Any costs incurred with such arbitration shall be shared equally by the parties, and the arbitration award may be enforced by any court of competent jurisdiction.

Agree to Arbitration _____ Decline Arbitration _____

Notwithstanding the foregoing, the Association may seek injunctive relief to enjoin the Applicant from proceeding forward with its disputed acts prior to an arbitration award.

By signing below, owner and contractor signifies that he/she is responsible for and bound by all Association Rules, Covenants, Bylaws, Guidelines and all requirements of the Architectural Design Review Manual.

Property Owner Signature (Note – Application will not be reviewed without fee.) _____
Date

Owner's Architects Signature _____
Date

FEE MUST BE SUBMITTED WITH APPLICATION

(RECEIPT OF FEES DOES NOT CONSTITUTE APPROVAL)

**50 % due of estimated fee with Preliminary Application
Final Adjusted fee due at Final Application**

**Review & Processing Fees
(New construction and additions)**

Review, Processing, Inspections & Certifications (New construction & additions)

Total Area (sq ft) projected @ \$8.00/sq ft

Sq Ft _____ x \$8.00 = \$ _____

Less Preliminary Fee Paid \$ _____

FINAL OWNERS FEE NOW DUE \$ _____

Review Fee for all other work - balance due (if any) \$ _____

Curbing Replacement

**Linear Ft _____ x \$150.00 = \$ _____
(Linear Calculations Will Be Taken From Landscape/Hardscape Plans Provided.)**

*** To be performed on behalf of the owner, at owner's expense, by the POA to insure proper aesthetic appearance and drainage needs. ***

Should the scope of the project change the fee shall be adjusted accordingly.

Amount Received \$ _____ Check # _____ Date _____

Approved as Submitted _____ Approved as Noted _____ Advise & Resubmit _____ Rejected _____

Preliminary Review Date _____ By _____

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED