

DATE RECEIVED BY OFFICE: _____

HLCA ARCHITECTURAL REVIEW FORM

THIS FORM MUST BE COMPLETED AND SUBMITTED TO THE OFFICE ALONG WITH ALL REQUIRED DRAWINGS 15 DAYS PRIOR TO YOUR ANTICIPATED START DATE.

COMPLETE ALL SECTIONS OF THIS FORM AND RETURN TO THE HOLLY LAKE OFFICE. ANY ARCHITECTURAL REVIEW SUBMITTED FOR THE BUILDING OR RENOVATION OF A STRUCTURE SHALL BE ACCOMPANIED BY A DRAWING SHOWING PLOT, DIMENSIONS AND SETBACK MEASUREMENTS.

ALL OWNERS SHALL COMPLETE THIS FORM TO MAKE ANY AND ALL MODIFICATIONS OR IMPROVEMENTS TO THEIR INDIVIDUAL CONDOMINIUM SITE. NO MODIFICATION OR IMPROVEMENTS MAY BE MADE WITHOUT THE WRITTEN APPROVAL OF THE ARC COMMITTEE.

- A CONSTRUCTION PERMIT, SHOULD ONE BE NECESSARY, IS RECEIVED FROM THE TOWNSHIP OF DENNIS AT 571 PETERSBURG ROAD, DENNISVILLE, NJ 08214. REVIEW THEIR REQUIREMENTS FOR OBTAINING A CONSTRUCTION PERMIT. A COPY OF THE APPROVED PERMIT MUST BE SUBMITTED TO THE OFFICE PRIOR TO STARTING WORK.
- THERE WILL BE A \$75.00 FEE FOR ANY CONTRACTOR UTILIZING THE HOLLY LAKE DUMPSTERS FOR DEBRIS DISPOSAL.

APPLICANT SHALL ABIDE BY HLCA'S MASTER DEED, RULES & REGULATIONS, NJ STATE AND TOWNSHIP OF DENNIS REQUIREMENTS. A COPY CAN BE OBTAINED FROM THE OFFICE.

DATE SUBMITTED: _____

OWNER'S NAME: _____

UNIT NO: _____

HOME ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

OWNER'S SIGNATURE: _____

ARC COMMITTEE USE

ARC SIGNATURE: _____ DATE: _____

APPROVED: _____ NOT APPROVED: _____

NOT VALID FOR CONSTRUCTION UNLESS STAMPED BY HLCA

RECOMMENDATION(S) AND/OR REASON(S): _____

PLEASE GIVE A DESCRIPTION OF MODIFICATION AND/OR IMPROVEMENT(S). (DESCRIBE COMPLETELY, ATTACH DIAGRAM OR ARCHITECTURAL DRAWING, IF NECESSARY.)

WHO WILL MAKE MODIFICATION OR IMPROVEMENT? _____

IF CONTRACTOR, IS HE INSURED? () YES () NO
ALL CONTRACTORS & VENDORS MUST BE PROPERLY INSURED AND THEIR CERTIFICATE OF INSURANCE MUST BE FILED IN OFFICE.

ESTIMATED DATE OF COMPLETION IF APPROVED: _____

I/WE UNDERSTAND THAT ANY MODIFICATION OR IMPROVEMENT THAT DOES NOT COMPLY OR CONFORM TO THOSE APPROVED BY THE HOLLY LAKE BOARD OF TRUSTEES, WILL BE MY/OUR SOLE RESPONSIBILITY. IN ADDITION, THAT ALL COST RELATED TO THE REMOVAL OF SUCH MODIFICATIONS, IMPROVEMENTS, OR ASSOCIATED WITH BRINGING SUCH MODIFICATIONS OR IMPROVEMENTS INTO CONFORMANCE WITH THE RULES & REGULATIONS OF HOLLY LAKE IS MY/OUR SOLE RESPONSIBILITY.

****NO WORK SHALL BE PERFORMED WITHOUT WRITTEN APPROVAL BY THE ARC COMMITTEE. IF YOU NEED ASSISTANCE COMPLETEING THIS FORM PLEASE CONTACT THE OFFICE.**

OWNER(S) SIGNATURE: _____