



**Major Landscaping Checklist**

SUBMITTAL FOR LOT \_\_\_\_ VILLAGE \_\_\_\_\_ OWNER \_\_\_\_\_

At least 19 days prior to next scheduled ARC meeting, please submit the following to the ARC staff. Please refer to the Design Guide and Covenants for more details. Surveys and plans should be submitted in both electronic AutoCAD compatible format and 11” X 17” sheets (minimum size):

- 1. SGPOA Application for ARC Approval: Completed and signed by owner(s) and contractor
- 2. SGPOA Performance Deposit Agreement: Completed and signed by Owner(s)
- 3. Performance Deposit: Payable to SGPOA
- 4. Major Landscaping Checklist: Completed and initialed by owner
- 5. Photographs: Multiple photographs of the lot and house including views from all exterior sides of the area(s) affected by the addition of the landscaping; adjacent existing homes or structures; and existing landscaping. Include a key to location and direction
- 6. Boundary & Topographical Survey: Survey by surveyor licensed to practice in the State of FL identifying current structure(s), easements, waste treatment system and all setbacks, major vegetation/plant massing, plus all trees three inches or greater in diameter (topographical survey requirement could be waived by FM based on project)
- 7. Site Plan (min. scale 1”=20’): Proposed site and footprint of planned landscaping on Boundary & Topographical Survey. Location within setbacks of proposed changes plus major existing vegetation and any planned disturbances to same
- 8. Clearing and Coverage: Calculation by licensed professional of percentage of lot to be cleared if proposing additional clearing of lot (“Clearing shall be limited to 25% of any given lot within the Plantation”); outline of proposed impact zone; grading plan for proposed changes to existing grade and current hardscape
- 9. When applicable: Location of wetland buffers and the Critical Habitat Zone; calculation of Critical Shoreline District Zone coverage
- 10. Exterior Materials and Finishes Data Sheet: Include color and material samples of any materials being used, including pavers, pool decking/fencing, lighting
- 11. Other materials that owner or architect wish to submit (optional)

*ARC will review design for compliance with SGPOA Covenants and Design Guide. Once the ARC approves the Application an Approval Letter will be sent to the Owner.*



SGPOA Application for ARC Approval

EMERGENCY YES/NO

Owner Contact Information

Owner(s) name		Project Address	
Owner(s) name		Lot/Village	
Mailing address		City	State/Zip
Email		Phone	Mobile

Contractor Contact Information \*

Company Name		Contact	
Mailing address		Email	
City/State/Zip		Phone	Mobile

\*Required

Type of Work - Check all that apply

New Home Construction

- |   |   |
|---|---|
| Ancillary Garage/Carport <del>(none)</del> <input type="checkbox"/> | Mechanical Enclosure <input type="checkbox"/>       |
| Gazebo/Pergola <input type="checkbox"/>                             | Dune walkover/boardwalk <input type="checkbox"/>    |
| Dock/Pier <input type="checkbox"/>                                  | Trash Receptacle Enclosure <input type="checkbox"/> |
| Pool/Pool Fence <input type="checkbox"/>                            | Underhouse Screening <input type="checkbox"/>       |

Major Remodel - addition of 300ft<sup>2</sup> or greater of condition space or cargo lift

- |   |                                       |
|---|---------------------------------------|
| House (300ft <sup>2</sup> +) <input type="checkbox"/> | Other (List) <input type="checkbox"/> |
|---|---------------------------------------|

Minor Remodel (Step 1 A, B and 2, if required)

- Conditioned space less than 300 ft<sup>2</sup>

Minor Remodel

- |  |   |
|--|---|
| Non-conditioned walled space (enclose porch, storage) <input type="checkbox"/> | Exterior addition of screen enclosure(s) <input type="checkbox"/>   |
| Roof change (material/color) <input type="checkbox"/>                          | Exterior addition of mechanical enclosures <input type="checkbox"/> |
| Siding change (material/color) <input type="checkbox"/>                        | Hot Tub <input type="checkbox"/>                                    |
| Exterior addition of porch, deck, railing, stairs <input type="checkbox"/>     | Enclose garbage receptacle <input type="checkbox"/>                 |
| Other Painting (new color) <input type="checkbox"/>                            |   |

Ancillary Structure(s)

- |   |                                      |
|---|--------------------------------------|
| Gazebo/Pergola <input type="checkbox"/>   | Other _____ <input type="checkbox"/> |
| Detached Garage <input type="checkbox"/>  |                                      |
| Detached Carport <input type="checkbox"/> |                                      |



## SGPOA Application for ARC Approval

EMERGENCY YES/NO

Demolition of Existing Structure

Fill - if more than 45 cubic yards

Fill	Sand	Lime rock	#57 Rock	Oyster Shells	Other	Total
Number of cubic yards						

Landscaping

*Please see the following websites for additional information: [http://www.swfwmd.state.fl.us/publications/files/FFL\\_Plant\\_Selection\\_Guide.pdf](http://www.swfwmd.state.fl.us/publications/files/FFL_Plant_Selection_Guide.pdf) and <http://fyn.ifas.ufl.edu> Please note: Plants listed in the most current edition of The Exotic Pest Plant Council's List of Florida's Most Invasive Species and the List of Florida Prohibited Aquatic Plants (F.S. 369.25) are prohibited in the Plantation.*

Major

- |                                 |                          |                         |                          |
|---------------------------------|--------------------------|-------------------------|--------------------------|
| Pool, Spa, Pool Fencing         | <input type="checkbox"/> | Terrace(s)              | <input type="checkbox"/> |
| Driveway: aprons/pavers/changes | <input type="checkbox"/> | Elevated Deck           | <input type="checkbox"/> |
| Retaining wall(s)               | <input type="checkbox"/> | Walk(s)                 | <input type="checkbox"/> |
| Lighting                        | <input type="checkbox"/> | \$1000 in total project | <input type="checkbox"/> |

Minor

- |                             |                          |                                |                          |
|-----------------------------|--------------------------|--------------------------------|--------------------------|
| Irrigation Well             | <input type="checkbox"/> | Less than \$1000 total project | <input type="checkbox"/> |
| Removing fewer than 5 trees | <input type="checkbox"/> | Adding low ground cover        | <input type="checkbox"/> |
| Adding small shrubs         | <input type="checkbox"/> | ROW revitalization             | <input type="checkbox"/> |

Limited Clearing/Bush Hogging

Storm Shutter(s) - Solar Panel(s)

- |                  |                          |                |                          |
|------------------|--------------------------|----------------|--------------------------|
| Storm Shutter(s) | <input type="checkbox"/> | Solar Panel(s) | <input type="checkbox"/> |
|------------------|--------------------------|----------------|--------------------------|

Waste Treatment System

- |                                  |                          |  |                          |
|----------------------------------|--------------------------|--|--------------------------|
| Replacing Waste Treatment System | <input type="checkbox"/> | Replacing Drain field<br>(complete Fill section above) | <input type="checkbox"/> |
|----------------------------------|--------------------------|--|--------------------------|

Water Front Structure

- |          |                          |                      |                          |
|----------|--------------------------|----------------------|--------------------------|
| Dock     | <input type="checkbox"/> | Breakwater/Revetment | <input type="checkbox"/> |
| Pier     | <input type="checkbox"/> | Boardwalk            | <input type="checkbox"/> |
| Boatlift | <input type="checkbox"/> | Dune Walkover        | <input type="checkbox"/> |



**SGPOA Application for ARC Approval**

Pursuant to the Amendment and Restatement of the St. George Plantation Owners' Association, Inc. Protective Covenants ("Covenants") and Design Guide of St. George Plantation Owners' Association, Inc. ("Design Guide"), the Owner and Contractor acknowledge that all construction, alteration or addition of any kind, other than interior alterations not affecting the external appearance of a structure, on the Property requires prior written approval. We hereby request the approval of the preceding.

Contractor acknowledges that he/she is responsible for the acts of all employees, subcontractors, and their agents and employees, and other persons performing work on the Property while they are on St. George Plantation.

Owner and Contractor acknowledge they have received copies of and agree to comply with the restrictions and conditions of the Covenants and Design Guide regarding rules and regulations governing construction on the Property. Construction shall be completed in accordance with the final approved plans, which are incorporated by reference and will be made a part of this application.

Owner(s)\*

Contractor

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\*All persons or entities shown as owners on the recorded deed must execute this document. Use another sheet if more lines are needed. Alternatively, this document shall be executed by the person authorized to act on the behalf of the record owners pursuant to the "Assignment of Agent", as submitted to the Association.

In accordance with St. George Plantation Design Guide, "Construction must be commenced within twelve (12) months after final written approval of the application and must be completed within eighteen (18) months after commencement of the project."

For Office Use Only		Date	Date
Application Fee	\$		Approval By ARC
Performance Deposit Fee	\$		P.D. Return
			Final inspection accepted by ARC





**ST. GEORGE PLANTATION OWNERS' ASSOCIATION, INC.  
PERFORMANCE DEPOSIT AGREEMENT**

- 4. Additional funds shall be required by the ARC to supplement the initial Performance Deposit upon the occurrence of a violation or violations by an Owner or those for whom he or she is responsible which may require that all or part of the initial Performance Deposit be withdrawn to remedy the violation(s) or when the payment of CRA fees or any other expenses of the Association related to the project causes the amount of the Performance Deposit to be less than the full amount set out in Paragraph 1 hereof. The full amount of the required Performance Deposit must be maintained with the Association at all times during the term of this Agreement. Failure of the Owner to deposit the required additional funds within ten (10) days after the request for same is made by the ARC will justify issuance by the ARC of a stop work order on the construction project.
- 5. Owner shall notify the ARC, in writing, when the construction project is complete and request an inspection of the property. Any amount of the Performance Deposit which is not used shall be returned to the Owner depositing same; provided, however, the Association shall deduct from said Performance Deposit prior to its return all monetary obligations due to the Association which remain unpaid at the time of such return.
- 6. The Performance Deposit, less deductions, if any, shall be returned to the Owner within thirty (30) days after the issuance of the Written Notification of Compliance by the ARC and presentation to the ARC of a copy of the Franklin County Certificate of Occupancy in the event of new construction, major addition or major renovation. Return of the Performance Deposit shall be made payable to the Owner depositing same. If, after a period of two years, reasonable efforts to contact the appropriate owner thereof having failed, the Performance Deposit shall be declared unreturnable by the ARC and such determination shall be immediately reported to the Board of Directors of the Association. Upon concurring determination by the Board of Directors that the Performance Deposit is unreturnable, it shall be transferred to the General Operating Funds of the St. George Plantation Owners' Association, Inc.
- 7. The remedies, penalties and/or fines provided for in this agreement are in addition to any other remedies, penalties and/or fines provided to the ARC and Association under Covenants and Florida law.

Executed by the parties hereto effective on the date first written above.

**Witnesses:**

**Owner(s)\***

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Witnesses:**

**St. George Plantation Owners' Association, Inc.**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Title: \_\_\_\_\_

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