

Official Variance Request Form: NO City Permit Required

SEA WALL VARIANCE FORM



Pursuant to Section II, Article 14 of the Associations Rules, Owners who desire to install, maintain, repair and otherwise alter the seawalls adjacent to their Parcel must submit a request for a “Variance” to the Association and receive written approval for same prior to commencing any such activities. Owners must identify with specificity to the Association the exact location of the proposed seawall, the materials to be used, what pavers or other ground coverings will be used, whether fencing or railings will be replaced with a different style or material and if so what style and material will be used for such. The Association reserves the right to request any other criteria that the Association deems just and proper, which might include, but is not limited to, cost estimates, surveys, reports of experts regarding the preferred process of replacing or altering a seawall, reports of experts regarding impacts on water retention and drainage, proposals for less intrusive repair or replacement options, and written consent from neighboring parcel owners. As such, given the uniqueness of each parcel abutting the canals, the Association reserves the right to review, approve, or reject any requested Variance on an independent case by case basis.

In furtherance of that objection, the information requested on this form will be used to analyze the requested variance. Further information or details may be requested by the Association if necessary.

Date received by HOA: _____ Unit# _____

Owner Contact Information:

Owner Name: _____

Address: _____

Phone: _____

Email: _____

Are you using a Contractor? Yes _____ No _____

Contractor Information:

Contractor Name: _____

Contractor License No. _____

Address: _____

Phone: _____

Email: _____

Detailed Description of Vairance Request and Work to be Performed:

Please read and initial at each designated area and return with your variance request. Failure to do so may result in delaying or denial of your request.

Please Read & Initial:

____ I understand that any replacements or additions which are approved must comply with all city, county, and state building codes and regulations, it is the responsibility of the owner/contractor to obtain all necessary permits/approval prior to work beginning.

____ I understand that only the specific work approved by the board may be done. Any JOB changes/modifications to the original approval must also be submitted to the board for additional approval.

____ All work must be completed within 6 months of board approval. The front office must receive a copy of the building permit (if applicable) and be notified before the work begins and also, when the work is completed.

____ Any modification/additions or construction which result in movement of sprinkler lines, electrical lines or drawing lines, are subject to changes by the association. All necessary lines must be moved prior to implementation of variance and all fees paid in advance.

____ All surfaces to be painted must be colors listed in the color charts for the applicable area. See GHBR Paint List listed on our website – www.ghbr.us .

____ I am the owner of the unit with the proposed variance. Deviations from above or lack of an approved variance may result in disciplinary action in accordance with Gulf Highlands governing documents and rules, including failure to obtain a clear estoppel upon sale. As an owner I understand I may not be able to sell my unit and am responsible for any deviations from GHBR standards. Requests for deviations (variances) must be submitted in writing to the HOA office in sufficient detail for the General Manager or Board to determine its intent and impact upon, not only the unit, but its surrounding area as well. Variance requests will be in accordance with Gulf Highlands Covenants and Restrictions.

____ I have read Section II. Parcel Appearance & Maintenance – Architectural Standards in the official GHBR Rules & Regulations document.

____ I agree any work performed will match the design and harmony of existing surroundings.

____ I will call 811 to have all utilities marked before any digging.

____ I have read all variances must be turned in two weeks before the Board meeting to be considered. All variances are denied until the Board reviews and approves the variances.

Sea Wall Variance:

What work is being formed to the seawall?

Replacement of existing wall in existing location: _____

New wall constructed in new location: _____

Location: _____ Rear: _____ Side: _____

If replacement, measurement of existing Seawall from building: _____

Length: _____ Height from water edge: _____

What materials to be used?

Do you intent to use the same type and style of materials that are currently in use?

Yes: _____ No: _____

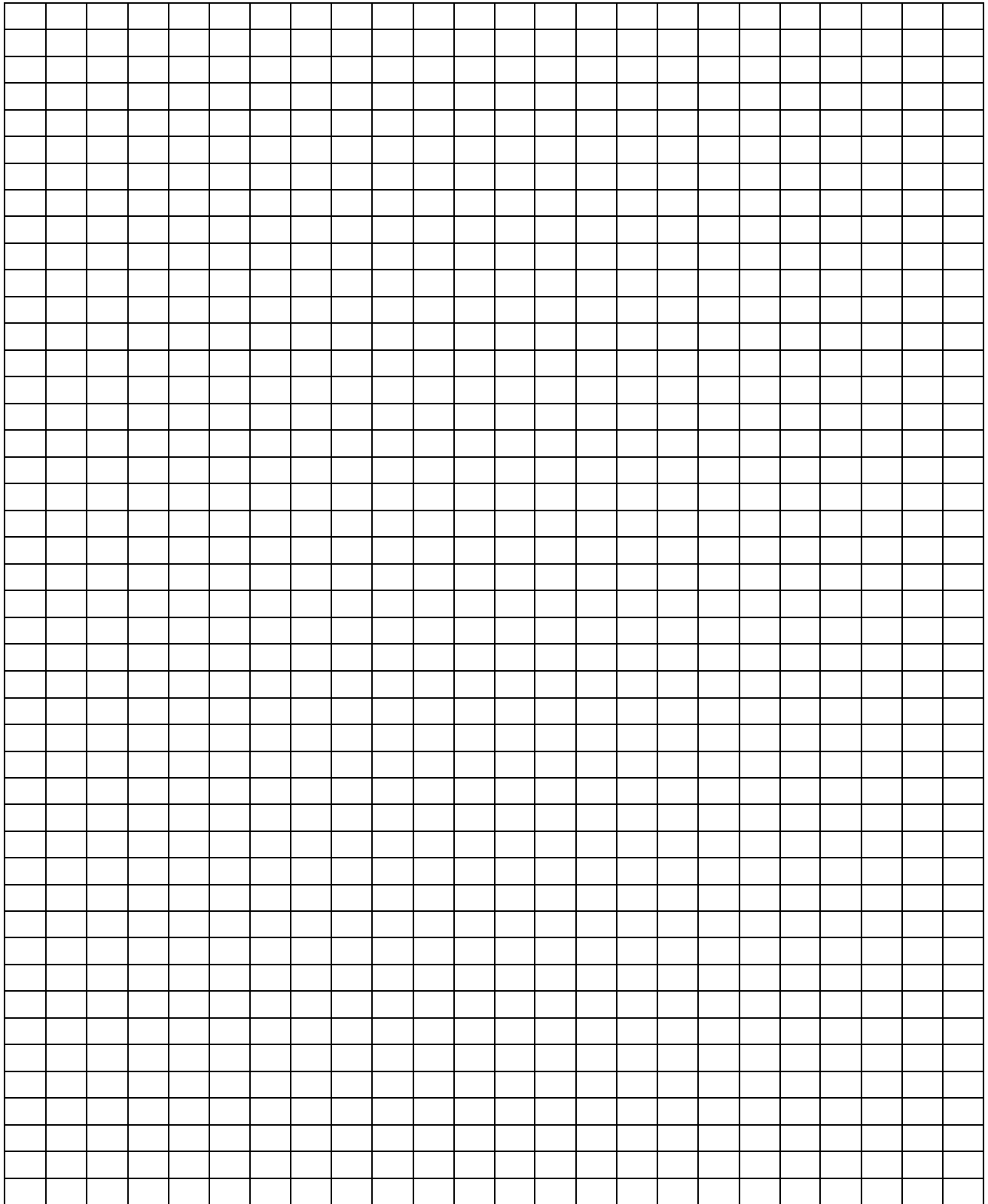
If **No**, please identify the type, material, and style of the new materials that you are requesting to use.

Drawing with measurements identifying the exact location of the seawall must be included with the form.

Homeowner's Signature

Date

ALL contractors must be licensed
Permitted Construction Hours 7am – 7pm – No Sunday Work
Emergencies – Notify HOA Office asap



Date Variance Submitted by Owner: _____

Date Variance Reviewed by GM: _____

Date Variance Reviewed by Board of Directors: _____

Date Variance Reviewed & OK to begin work: _____ Date Letter Sent: _____

Stipulations, if any:

Date Variance Denied: _____

Reason for denial:

Final Inspection notes:

Date of Final Inspection: _____

Signature of Approving Representative

Date

*Failure to submit a variance will result in a \$100 fine.