

September 2024

**MCNAIR PARK VILLAS HOMEOWNER'S ASSOCIATION, INC.**

c/o Watson Association Management, Inc.

1410 Palm Coast Parkway NW

Palm Coast, FL 32137

Phone: 904-436-1447

**Submission of Plans to the Architectural Review Committee (ARC)**

Owner's Name: \_\_\_\_\_

Owner's Property Address: \_\_\_\_\_

Owner's Phone Number: \_\_\_\_\_

Owner's Email Address: \_\_\_\_\_

Per the Declaration of Covenants and Restrictions for McNair Park Homeowners Association, I request consent to make the following exterior changes, alterations, renovations, additions, and/or removals to my home. (Briefly describe.)

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

Is this an amendment to a previous request? YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, give the approximate date of your previous request \_\_\_\_\_

To accompany your application, submit your plans to support the request along with a copy of your survey showing the proposed changes to fully define the project. A survey is not required for roofs, windows, garage doors, skylights, gutters, downspouts, or painting your home.

The ARC/Board of Directors will act on your plans within 30 days of receiving a complete application and will provide written notice of the ARC decision within 30 days.

By signing and submitting this application to the ARC, you are hereby agreeing to comply with the following conditions:

1. No work or commitment of work will be made by me until I receive written notice of approval of my application.
2. All work will be done at my expense and all future upkeep will remain at my expense.

3. All work will be done expeditiously once commenced, and all work will be done in a good workmanlike manner by me or a contractor.
4. All work will be performed at a time and in a manner to minimize interference and inconvenience to other homeowners.
5. I assume all liability and will be responsible for all damage and/or injury which may result from the performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. I understand the requirements in connection with this work and I will be responsible for complying with, and will comply with, all applicable federal, state and local laws, codes, and regulations. I will obtain all necessary government permits and approvals for this work. I understand and agree that McNair Park HOA, its board of directors, its agents, and the ARC have no responsibility for such compliance. I understand and agree that approval of this request by McNair Park ARC or the board of directors does not represent or warrant that the plans, specifications, or work comply with all applicable laws, regulations, codes, and other governmental requirements.

Signature of Owners: \_\_\_\_\_

Date: \_\_\_\_\_

**ALL landscaping, tree removal, patio extensions, propane tanks, and fence installations require a survey with the proposed changes drawn on the survey.** Submit this application with all pertinent information (plans, drawings, survey, photos, catalog cuts, etc.) to:

Via mail:        McNair Park HOA  
                      c/o Watson Association Management  
                      1410 Palm Coast Parkway NW  
                      Palm Coast, FL 32137

Email:            [SueWilson@WatsonRealtyCorp.com](mailto:SueWilson@WatsonRealtyCorp.com)