

Tapestry Park Design Review Application Instructions

1. The applicant is to consult Exhibit "C" Design Guidelines of the Owners Association Documents for guidelines of submittal requirements, design intent, construction standards, etc.
2. Provide two complete sets of dimensioned, fully detailed plans. Also provide in pdf format.
3. Provide a Boundary Survey.
4. Provide a detailed Landscape Plan from a professional landscape company or landscape architect. Also provide in pdf format.
5. Download and complete the **Design Review Application** including the **Contractor Standards Agreement**.
6. Provide a full color scheme of all exterior materials. Color placement must be shown on elevation drawings.
7. Provide manufacturer literature for exterior doors and windows. If divided light windows are proposed, only SDL type windows will be considered.
8. Provide samples or manufacturer literature for brick, stone or other exterior materials that will be used on the project.
9. Deliver all documents along with the Design Review Fee of \$400 and the Contractor Deposit of \$2500 payable to Tapestry Park Owners Association to:

Charlie Allen

GulfView Properties

7902 Thomas Drive

Panama City Beach, FL 32408

850-236-0345

info@tapestryparkhoa.com

10. The Architectural Review Committee will schedule a meeting to review the application. Only complete application packages will be considered. Please provide your contact information so the Board can easily contact you. It is not necessary to attend the ARC meeting for your project but it may help if the Board has questions or concerns that can be answered by the owner or builder.
11. The ARC accepts and encourages a preliminary exterior elevations submittal. This will be reviewed as a courtesy prior to having construction drawings completed. Submit the Design Review Application marked "Preliminary Submittal" along with a pdf file of the plans to info@tapestryparkhoa.com.