



Architectural Review Board

Appendix H – Work Permit for Clearing Under Brush (Clearing) of Vacant Lots

\*A refundable Homeowner Compliance Deposit of \$1000 made payable to Long Cove Club ARB, (checks only please) must be submitted with this application.

To be completed by Lot owner and contractor:

Owner's Name \_\_\_\_\_ Phone \_\_\_\_\_

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_

Date submitted \_\_\_\_\_ Lot # \_\_\_\_\_ Address \_\_\_\_\_

Complete Description of work to be done \_\_\_\_\_

Vacant Lot Clearing is permitted only within the 10' setback lines from the property lines, so as to provide a buffer to adjacent property. In the event that significant vines are encountered within the buffer areas, the ARB may authorize additional remediation. This will be determined upon the ARB initial inspection prior to permitting. A buffer area along the street side of the property is not required but should be left in a condition thoughtful of how the property will appear from the street.

Initial Inspection – The ARB representative will visit the site - and may approve the issuance of a permit – when:

- A. Property lines and the 10' buffer lines are staked clearly with string lines and bright colored flags;
B. Property owner agrees to cut all vines attached to trees on the property at least 8 feet from the ground and remove lower portion of the vines. Vine poison should be applied to vines remaining on the trees.
C. Property owner agrees to remove all dead trees and branches;
D. Property owner agrees to remove NO live trees greater than 3 inches in diameter;
E. Property owner agrees to retain all natural growing Saw Palmetto plants on the cleared property;
F. Property owner agrees that all debris resulting from Clearing will be promptly removed from the property within two days of job completion;
G. Contractor must provide a list of chemicals used during this Clearing process:
H. Property owner notifies the ARB administrator when the above requirements have been met;
I. An ARB representative completes a site inspection and approves the issuance of a permit.

Final Inspection – The ARB representative will again visit the site and verify that all work has been done in compliance with policy. The compliance deposit will then be returned to the owner or his representative.

- A. If it is discovered that the Clearing has not been done in compliance with the work described above, the compliance deposit will be held. The ARB will then make a determination as to the amount of the penalty to be assessed. Owners failing to comply with these procedures can be fined as recommended by the ARB and approved by the LCC Board of Directors if required. The penalty may be more than the compliance deposit if it is determined that the clearing was in excess of the limits as outlined above.
B. It is the homeowner's responsibility to inform the contractor that they must agree, in writing, that no work will be performed other than the work described and approved on this form. By signing this form both homeowner and contractor agree to comply with these conditions. Failure to comply could possibly result in the loss of the contractor's entry privileges to Long Cove Club. Both signatures are required before submission to the ARB.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Contractor's Name \_\_\_\_\_ Date \_\_\_\_\_

Note: This application is valid for a period of six (6) months only. Paid application fees on expired applications are not refundable; paid compliance deposits on expired applications, less any costs incurred by LCC, are refundable, and the application will be voided.

To be completed by ARB Inspected and approved by authorized ARB Member:

Date \_\_\_\_\_ Signature \_\_\_\_\_