

Southampton Community Association, Inc.
The CAM Team, Inc.
2233 Park Avenue, Suite 103
Orange Park, FL 32073
904-278-2338 (Phone) | 904-638-1435 (Fax)
arc@thecamteam.com

SOUTHAMPTON COMMUNITY ASSOCIATION PROPERTY IMPROVEMENT

Date Submitted: _____ Home Phone: _____ Cell Phone: _____
Owners Name: _____ Account #: _____
Property Address: _____ Unit & Lot #: _____
Owner's Mailing Address (if different from above): _____

What type of project improvement are you requesting?

Fence ___ Room Addition ___ Exterior Paint Change ___ Pool ___
Other ___ Please Describe: _____

Please provide the following information:

- 1. Complete description of project improvement**
- 2. Type of material to be used and sample of color(s), if applicable**
- 3. Drawings, pictures, brochures, etc.**
- 4. Copy of most recent certified lot survey showing location of improvement/project**
- 5. If repainting, please supply paint chips, with brand and color name**
- 6. If having a pool installed, you must indicate on your survey what access is to be used for trucks and equipment to access your backyard**

Please provide a complete description of your project/improvement, **be as detailed as possible.**

Note: Any permits required by any governmental agency are still required. Project must be completed within SIX MONTHS or you must resubmit. ****Only the homeowner of record may request architectural approval.****

Owner's Signature: _____

Approved: _____ Denied: _____ Date of Review: _____
Conditions of Approval: _____

If you, the homeowner, are not satisfied with the decision of the ARB you have 30 days from the date of review to appeal the decision of the ARB in writing to the Board of Directors.