OSP Request Form for the Architectural Review Board

This form is for all ARB requests for Old Sebastian Point; all requests must be submitted separately even if one home has several at one time. All forms must be supplemented by an attachment below or an email with a drawing of the location/layout emailed to osp.arb.sta@gmail.com. This form may also be printed out mailed in Alsop or emailed in along with any questions & attachments to: [osp.arb.sta@gmail.com](mailto:osp.arb.sta@gmail.com) or you may call Alsop at 904-647-2619.

\* Required

Email address \*

Address \*

Lot Number

Homeowners name (and requesters name if different) \*

Date of Request \*

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Request 1 Item: (All items except painting require a site plan drawn out showing location of proposed architectural changes; paint changes require a chip of old and new color submitted directly to Alsop- copies are not permitted). Site plan drawings must be attached with the form below or emailed to osp.arb.sta@gmail.com \*

* Fencing (must coincide with the OSP documents, i.e. black aluminum/iron with no finials
* Pool or Hot Tub
* Room Addition
* Irrigation Modifications
* Rear enclosure, screening, etc
* Satellite Dish (Note:
* Landscaping and decorative changes (fountains, sculptures, exterior art, etc)
* Temporary items -may not receive approval (parking in street, tent, boat overnight, inflatable, celebration sign/banner, etc).
* Exterior color change (excluding homes with a restricted covenant who must abide by those orders)
* Other:

Details of Request: include measurements, size, colors, etc. A photo of item and any other useful info including required drawn site plan will expedite your request which may be uploaded below or emailed to osp.arb.sta@gmail.com, however, a real physical paint chip must be given to or mailed directly to Alsop. \*

Provide your phone number: \*

Submit the required drawing, and any photos, color samples. etc. via email to [osp.arb.sta@gmail.com](mailto:osp.arb.sta@gmail.com). Paint Chips must be provided to Alsop (old and new color).