



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463

Ph: (561) 641-8554 / www.grsmgt.com

REQUEST FOR ARCHITECTURAL COMMITTEE APPROVAL TO MODIFY UNIT AND/OR PROPERTY

Please note there is a required **Architectural Modification Application Processing Fee** in the amount of **\$25.00 payable to GRS Community Management** in the form of a money order or cashier's check.

CONTRACTOR/VENDOR GUIDELINES

All Homeowner and Condominium Associations require the following documents to be **provided by the Contractor/Vendor to the Homeowner** and submitted in whole with the Modification Application and Fee to be processed expeditiously:

1. _____ Current copy of Contractor/Vendor Occupational License.
2. _____ Current copies of a Contractor/Vendor Certificate of Liability Insurance, Automobile/Vehicle Insurance and Workers Compensation Insurance (or an Exempt Certificate must be provided).

The COI's Certificate Holder must reflect the following verbiage:

"Name of Association" (in which the project is contracted)
c/o GRS Community Management
3900 Woodlake Blvd. Suite 309
Lake Worth, FL 33463

The Association must be named as an Additional Insured.

3. _____ No Application will be processed without being completed in its' entirety and submitted without all required supporting documentation as listed above and/or the fee(s).
4. _____ Applications and/or documentation submitted in part(s) or through a third party will not be accepted and will be returned to the Homeowner.

Please submit payment with the attached application and ALL required documentation.

Thank you.

REGATTA HOMEOWNERS' ASSOCIATION, INC.

REQUEST FOR ARCHITECTURAL REVIEW APPLICATION CHECKLIST

DIRECTIONS – Please follow the directions provided prior to submitting your application to avoid delays in processing. ***If anything is missing from the checklist below your documents will be returned to you incomplete and denied.**

_____ Fill out the MISSION BAY ARCHITECTURAL DESIGN REVIEW REQUEST application in its entirety.

_____ Attach subcontractors Insurance naming: Regatta Homeowners Association Inc. with the homeowners' address, as additionally insured. (**Example:** Regatta HOA, 1000 Bexley Blvd, Boca Raton, FL 33428.)

_____ Attach subcontractors copy of business license (and) proof of workers compensation.

_____ A color photo of the entire front of your home with plans, elevations, or detailed sketches of where the changes will be made. (If this is a structural/major project that requires a permit and/or a survey, then one should be provided.)

_____ Landscape changes: List in detail what is being planted or altered, and submit a drawing, photo, or, survey showing where on the property these changes are being made.

_____ Painting of: Home's Exterior (**See attached color chart as reference from the Sherwin-Williams Paint Store located at 10075 Yamato Rd · (561) 479-2095.**), Driveway and Walkways leading to your front door, (**Inviting Veranda PFC-11, Light Rattan PFC-27, Pacific Fog PFC-62, White Cloud PFC-72**). All require paint color samples to be submitted from the Regatta HOA approved color pallet and to be listed by name on the form. **Under Description of work to be performed you must state in writing specifically which paint color is for the garage/front door (same color), trim, and body of the home.**

*** Please note: Mission Bays color pallet is not the same as Regatta's approved color pallet.**

OWNER NAME(S): _____

OWNER ADDRESS: _____

OWNER EMAIL(S): _____ ; _____

OWNER PHONE#(S): _____ ; _____

**ONLY APPLICATIONS 100% COMPLETED WITH ALL ATTACHMENTS WILL BE ACCEPTED
BY MAIL OR DROP OFF TO:**

GRS Community Management

3900 Woodlake Blvd. Suite 309, Lake Worth, FL 33463

**ONLY APPLICATIONS 100% COMPLETED WITH ALL ATTACHMENTS IN (1) ONE SINGLE PDF FILE WILL BE
ACCEPTED VIA EMAIL:**

Phone: 561-641-8554 Questions please email: residentservices@grsmgt.com

Please note: It is the homeowner's responsibility to request updates on the status of their application.

Revised 8/2023



ARCHITECTURAL DESIGN REVIEW REQUEST

Office Only PO # _____

This request form is to be completed by the homeowner and submitted to the Design Review Committee via the Community Management Office. The request must be approved by the **DRC or Board of Governors** before any work commences. If approved, no further modifications or other alterations may be made without further approval of the review committee or Board. If you are using heavy equipment such as a dump truck, bobcat, fork lift, front end loader, etc. it is the responsibility of the homeowner to take every precaution to ensure no damage is done to the roadway, sidewalks, electrical, water, cable and any other common areas of the Association. Homeowner is solely responsible for restoring such areas to their original state.

It may take up to thirty (30) business days for the approval process, however, if your application is complete, including the following details, there should not be any additional delays. When approved your application is valid for a period of 60-days only.

OWNERS NAME: _____ DATE: _____

STREET ADDRESS: _____ EMAIL: _____

PHONE: _____ VILLAGE: _____

DESCRIPTION OF WORK TO BE PERFORMED: _____

CONTRACTOR NAME & LICENSE # _____

THE FOLLOWING ITEMS NEED TO BE SUBMITTED ALONG WITH THIS FORM:

- _____ Color Photo of Home -Must include Roof & Driveway.
- _____ Property Survey - Indicate on survey where modifications are desired, e.g. pool/fence installation.
- _____ Paint samples and/or product brochures or photographs of the requested modification.

PAINT-Exterior

Please see office for list of colors

- _____ Exterior Painting
- _____ Front Door /Garage Door

FENCING

- _____ Aluminum Fence (White or Bronze)
- _____ Aluminum Gate (White or Bronze)
- _____ Simtek Fence (ONLY for Back to Back Lots)

DRIVEWAY

Please see office for list of colors

- _____ Painting Driveway
- _____ Driveway Paver Installation/Replacement

LANDSCAPE

- _____ Tree Removal/Additions
- _____ Removal/Replacement Shrubs, Hedges

DOORS AND WINDOWS

- _____ Garage Door Replacement
- _____ Front Door Replacement
- _____ Window Replacement

HURRICANE SHUTTERS, WINDOWS & DOORS

- _____ Accordion Shutters
- _____ Impact Windows
- _____ Impact Doors/Sliding Door

ROOF

- _____ Roof Replacement

SWIMMING POOL

- _____ Install Pool (Blue prints required)

SCREEN ENCLOSURES /ADDITIONS

- _____ Install/Remove Screen
- _____ Adding a Room (Blue Prints required)

OTHER

Conditions applicable to Mission Bay Community Association Inc ARC Application

1. I understand that compliance with the Mission Bay Community Association, Inc., and approval by the Design Review Committee does not necessarily constitute compliance with the building and zoning codes or provision of Palm Beach County.
2. Approval of any project by the DRC does not waive the homeowner's responsibility for obtaining the appropriate Palm Beach County permits and inspections as required. Further, obtaining required County permits do not waive the requirements for the DRC approval.
3. I understand and agree that no construction or exterior alteration shall commence without written approval from the DRC. If alterations are made prior to receiving approval, I may be required to return property to its former condition at my own expense if this application is disapproved wholly or in part, and that I may be required to pay all legal expenses incurred.
4. I understand that any approval is contingent upon construction or alterations being completed in a professional-like manner.
5. The DRC Committee or the Board of Directors will provide a DRC decision on all applications for alteration within 30 days of receipt of a property and fully completed application.
6. The work must be performed strictly in accordance with the plans as approved. If after plans have been approved, the improvements are altered, erected, or maintained upon the Lot other than as approved, same shall be deemed to have been undertaken without DRC approval.
7. **All supporting documents such as drawings, illustrations, plot plans, plats and survey must be submitted with the application for the ARB application to be considered "complete".**
8. **Design Review Committee (DRC) and Village Architectural Review Committee Limitation of Responsibilities:** The primary goal of the Committee(s) is to review the applications, plans, specifications, and sample materials submitted to determine compliance with the policy standards set forth in the Mission Bay Design Review Manual and, if applicable, the Village documents. The Design Review Committee and/or Village Architectural Committee do not assume responsibility for the structural adequacy, capacity or safety features of the proposed modification; compliance with building codes, safety requirements, governmental laws, regulations or ordinances; performance or quality of work of any contractor, damages or insurance requirements

Homeowner Affidavit: I have read & agree to abide by the Declaration of Covenants & Restrictions of Mission Bay Community Association, Inc. (MBCA) and if applicable, the Village. I understand no work will begin without approval from the association(s) and my village, if applicable. The Village must approve my request prior to being reviewed by MBCA.

Owner Signature: _____

Date Village received application: ____ - ____ - ____ APPROVED ____ DENIED ____ RESUBMIT ____

Resubmit because _____

Authorized Village Representative

Date

Date MBCA received application: ____ - ____ - ____ *APPROVED ____ DENIED ____ RESUBMIT ____

Resubmit because: _____ *Approved Contingent Upon Adherence to all.
Palm Beach County Permits and Restrictions.

PBC Permit # _____

Design Review Committee:

Name / Date

Name / Date

Name / Date

Approved with the following conditions: _____

DESIGN REVIEW

PALM BEACH COUNTY - ITEMS NOT REQUIRING A PERMIT

AC/Heating – Repair of existing system and/or replacement of any part that does not alter the system listing or make it unsafe.

Ceiling Fan – Replacement of existing fan using existing fan box and wiring.

Door – Replacement of any exterior door (excluding overhead doors) within the existing jam; once in a 12-month period (1 and 2 family dwellings only).

Driveway –

Fence – Minor repair or exact replacement of a permitted fence up to \$1,000 fair market value, excluding pool barriers.

Gutters and Leaders – On 1 and 2 family dwellings.

Light Fixtures – Replace “like for like” in existing lighting outlet (1 and 2 family dwellings only).

Outlet or switch – Replace existing outlet or switch with appropriate type within existing junction box.

Painting -

Pavers – Sand set that are not a pool/spa deck or within five feet of a pool (1 and 2 family dwellings only), excluding driveways or turnouts.

Playground equipment Manufactured - Site- built play enclosures less than 6' x 6' x 6'H (1 and 2 family dwellings only). (Uses must still meet accessory setback requirements.)

Portable/Manufactured Pool or Spa – Less than 24 inches deep.

Roof – Minor repair of existing roof covering less than \$1,000 fair market value.

Satellite Dish Antennas – Residential 1 meter or less in diameter. Commercial 2 meters or less in diameter.

Screen room – Rescreening to \$1,000 value.

Siding – Minor repair to existing under \$1,000 value.

Soffit or Fascia – Minor repair or replacement up to \$1,000 in value, which does not involve structural members.

Stucco – Minor repair of existing stucco finish, if value of work is under \$1,000.

Water Heater – Repair or replace heating elements.

Window – Repair within existing frame, if value of work is under \$1,000.

Wood Deck – Minor replacement of existing decking under \$1,000 (1 and 2 family dwelling only).

SITE PLAN REVIEW PERMITS

Court Surfaces – (1 and 2 family dwellings).

Driveway, Parking, Resurfacing, Repaving

(1 and 2 family dwelling only). No expansion of paved area

Fence – (1 and 2 family dwelling), except zero lot line, safe site corners and pool barriers.

Flag Poles – Less than 20 feet high.

Painted Walls Signs

Slab – (1 and 2 family dwelling) – Not for future structure, and not including footers or located within 5 feet of a pool.

Planters – Less than 3 feet in height.

This list is a concise guide to Palm Beach County Building Division Policies and local Building Codes. In the event of a conflict between this document and a specific rule or Regulation, the law shall control. All work must meet current code standards.

NOTE:

If you are proposing any other type of improvement or replacement to your home that is not identified on this list, please contact the Building Division, Permit Center Help Desk at 561-233-5120.

If Application is approved it will be contingent upon: No structure, pool, fence, landscaping, etc., can be situated upon any easement or setback. Applicant must adhere to the Palm Beach County Permitting Process.

COORDINATION WITH VILLAGE ARCHITECTURAL REVIEW COMMITTEES AND ROUTING INFORMATION:

The MBCA Design Review Committee shall provide oversight to the individual Village Architectural Committees. The two-tiered villages of Laguna, Las Flores, The Isle, Sonata, Reflections, Regatta, and Ventura have independent, functioning architectural committees. Upon completion of this application, submit it to your management company. After your Village has approved, your management company will deliver application to Mission Bay for final review by the DRC. The application, approved or denied, will be returned to your Village Management Company, who will then notify the resident of the application status. NOTE: Cordova, La Costa, and Harbour Springs do not have a separate architectural committee.

Requests and alterations must conform to all local Zoning and Building Regulations. You are required to obtain the required permits, after your request is approved. If all required materials or information is not included with this form at the time of submission, the time period does not apply for approval/disapproval.

Cordova, La Costa, Harbour Springs

MBCA Office
10555 Diego Drive South
Boca Raton, FL 33428
(561) 479-1900 / Fax: (561) 488-3539
missionbayoffice@gmail.com

Laguna, Las Flores, Sonata, Reflections, The Isle & Ventura

CME Management Group
10320 Flores Drive
Boca Raton, FL 33428
(561) 826-7729 / Fax: (561) 826-8078
cathyr@cmemanagementgroup.com

Regatta

GRS Management
3900 Woodlake Blvd #309
Lake Worth, FL 33463
(561) 641-8554

Mission Bay Administration Office:

Telephone Numbers: (561) 479-1900 Fax: (561) 488-3539
Web Site Address: <http://www.mission-bay.com>

Design Review Applications are available from the MBCA Office and the MBCA Web Site

	Scheme 1	
A	House	White Sail SW 9622
B	Trim	Balanced Beige SW 7037
C	Door	French Roast SW 6069
		Black Bean SW 6006

	Scheme 2	
A	House	Extra White SW 7006
B	Trim	Knitting Needles SW 7672
C	Door	Gale Force SW 7605
		Folkstone SW 6005

	Scheme 3	
A	House	Heron Plume SW 6070
B	Trim	Versatile Gray SW 6072
C	Door	Slate Tile SW 7624
		Mink SW 6004

	Scheme 4	
A	House	Rock Candy SW 6231
B	Trim	Pure White SW 7005
		Extra White SW 7006
C	Door	Pewter Cast SW 7673
		Web Gray SW 7075

	Scheme 5	
A	House	Concord Buff SW 7684
B	Trim	Pure White SW 7005
C	Door	Porpoise SW 7047

	Scheme 6	
A	House	Crescent Cream SW 7721
B	Trim	Cotton White SW 7104
		Extra White SW 7006
C	Door	Slate Tile SW 7624
		Extra White SW 7006

	Scheme 7	
A	House	Urban Putty SW 7532
B	Trim	Creamy SW 7012
C	Door	Black Bean SW 6006

	Scheme 8	
A	House	Accessible Beige SW 7036
B	Trim	White Sail SW 9622
C	Door	Folkstone SW 6005

	Scheme 9	
A	House	Pediment SW 7634
B	Trim	Pure White SW 7005
C	Door	Urbane Bronze SW 7048

	Scheme 10	
A	House	March Wind SW 7668
B	Trim	Nebulous White SW 7063
C	Door	Peppercorne SW 7674

	Scheme 11	
A	House	Requisite Gray SW 7023
B	Trim	Heron Plume SW 6070
C	Door	Folkstone SW 6005
		Manor House SW 7505

	Scheme 12	
A	House	Proper Gray SW 6003
B	Trim	Snowfall SW 6000
C	Door	Sealskin SW 7675

	Scheme 13	
A	House	Morning Fog SW 6255
B	Trim	Rock Candy SW 6231
		Extra White SW 7006
C	Door	Sea Serpent SW 7615
		Extra White SW 7006

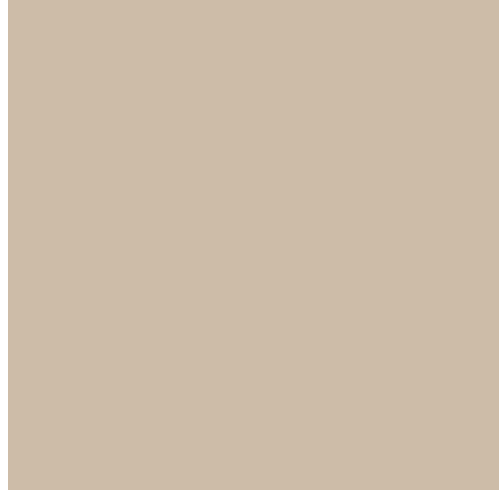
	Scheme 14	
A	House	Sage SW 2860
B	Trim	Pure White SW 7005
C	Door	Chateau Brown SW 7510
		Peppercorn SW 7674

MBCA DRIVEWAY COLOR CHART

**Inviting Veranda
PFC-11**



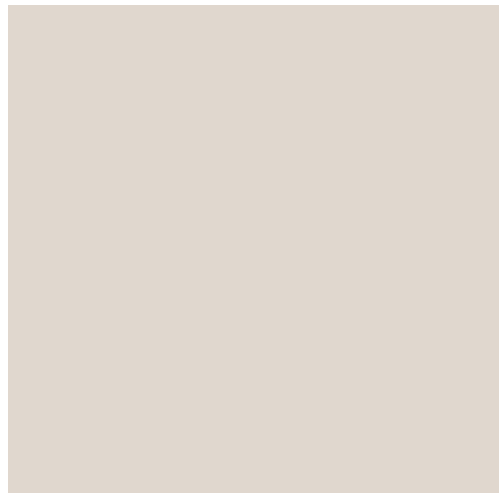
**Light Rattan
PFC-27**



**Pacific Fog
PFC-62**



**White Cloud
PFC-72**





MISSION BAY COMMUNITY ASSOCIATION, INC.
10555 Diego Drive South
Boca Raton, Florida 33428
(561) 479-1900
Fax (561) 488-3539
www.mission-bay.com

MBCA DRIVEWAY COLOR CHART

Colors are for the one-tier villages: Harbour Springs, La Costa, and Cordova.

However, if a two-tier village does not have a color chart (e.g. Laguna, Las Flores, Regatta, The Isle, Ventura, Sonata and Reflections) they must choose from the approved MBCA color chart.

Note: Chosen colors are from Home Depot. Paint/Stain may be purchased anywhere providing an **EXACT COLOR MATCH**, otherwise, homeowner will be subject to restaining at their own expense.

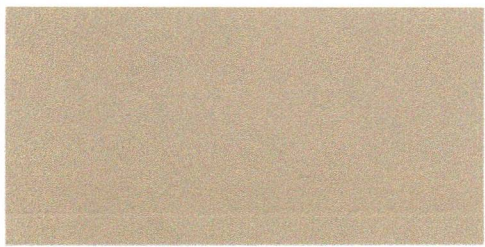
Scheme 1

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
White Sail
SW 9622



Trim
Balanced Beige
SW 7037



Garage Door &
Front Door 1
French Roast
SW 6069



Garage Door &
Front Door 2
Black Bean
SW 6006


Scheme 2

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
Extra White
SW 7006



Trim
Knitting Needles
SW 7672



Garage Door &
Front Door 1
Gale Force
SW 7605



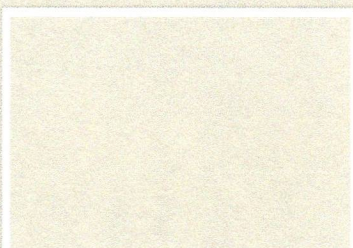
Garage Door &
Front Door 2
Folkstone
SW 6005

Scheme 3



Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

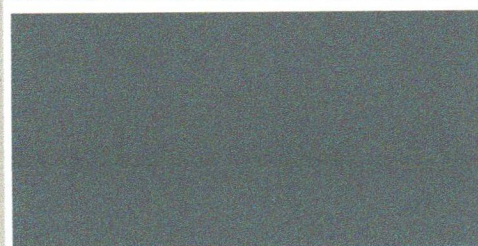
Print this Scheme



Body
Heron Plume
SW 6070



Trim
Versatile Gray
SW 6072



Garage Door &
Front Door 1
Slate Tile
SW 7624



Garage Door &
Front Door 2
Mink
SW 6004

Scheme 4

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme

Body
Rock Candy
SW 6231

Trim 1
Pure White
SW 7005

Trim 2
Extra White
SW 7006

Garage Door &
Front Door 1
Pewter Cast
SW 7673

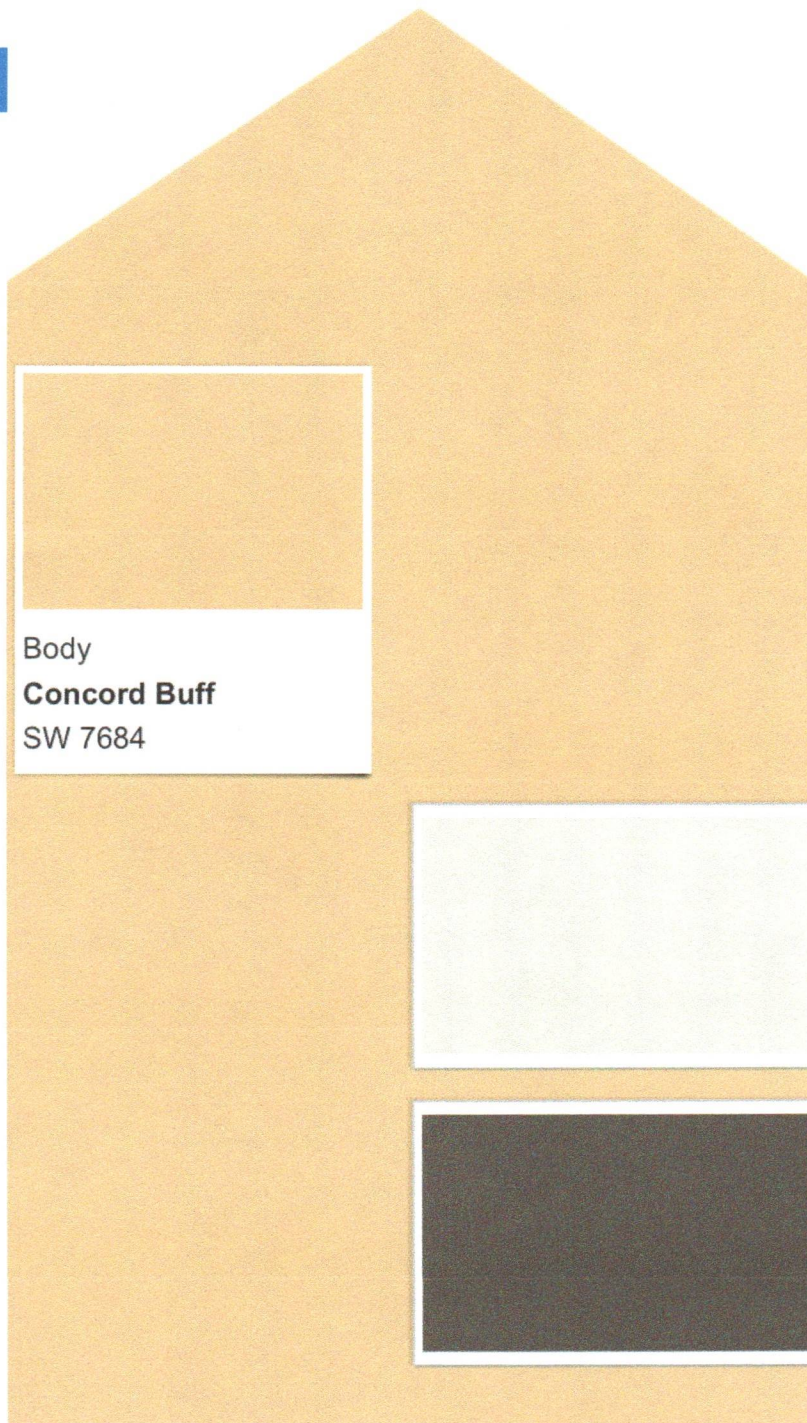
Garage Door &
Front Door 2
Web Gray
SW 7075

Scheme 5



Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
Concord Buff
SW 7684

Trim
Pure White
SW 7005

Garage Door &
Front Door
Porpoise
SW 7047

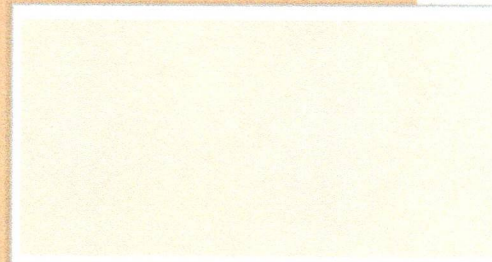
Scheme 6

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

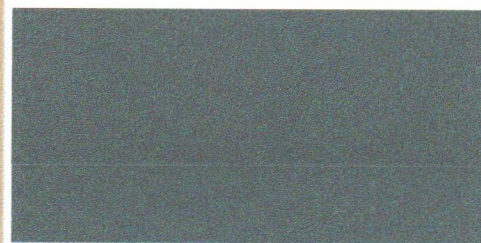
Print this Scheme



Body
Crescent Cream
SW 7721



Trim
Cotton White
SW 7104



Garage Door &
Front Door
Slate Tile
SW 7624

Scheme 7

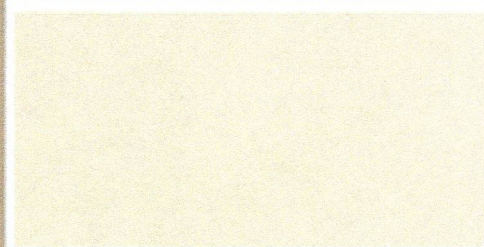


Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

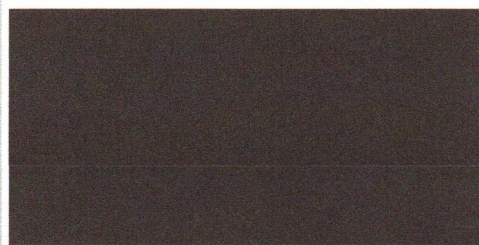
Print this Scheme



Body
Urban Putty
SW 7532



Trim
Creamy
SW 7012



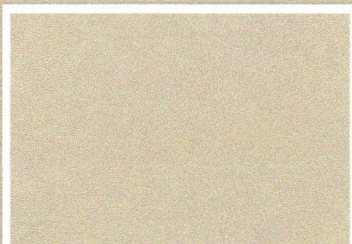
Garage Door &
Front Door
Black Bean
SW 6006

Scheme 8

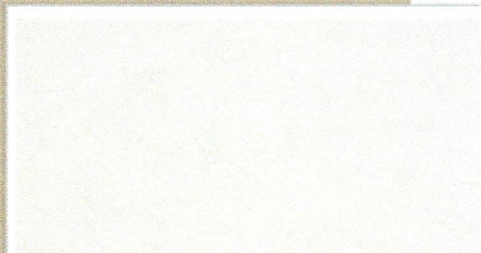


Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
Accessible Beige
SW 7036



Trim
White Sail
SW 9622



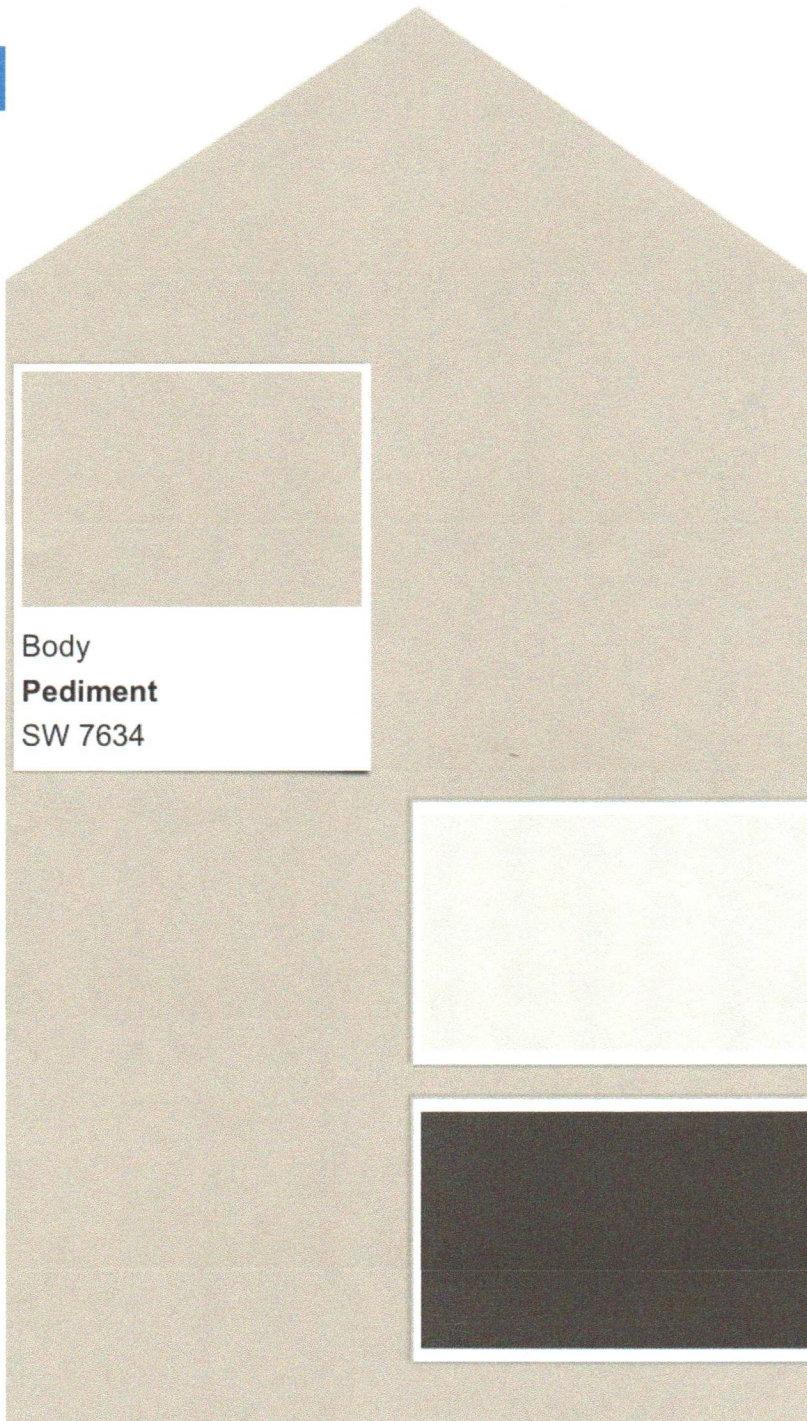
Garage Door &
Front Door
Folkstone
SW 6005

Scheme 9

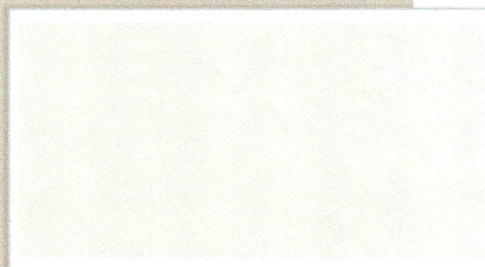


Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
Pediment
SW 7634



Trim
Pure White
SW 7005



Garage Door &
Front Door
Urbane Bronze
SW 7048

Scheme 10

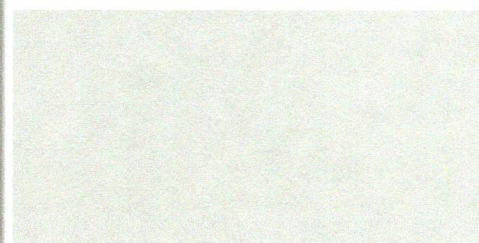


Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
March Wind
SW 7668



Trim
Nebulous White
SW 7063

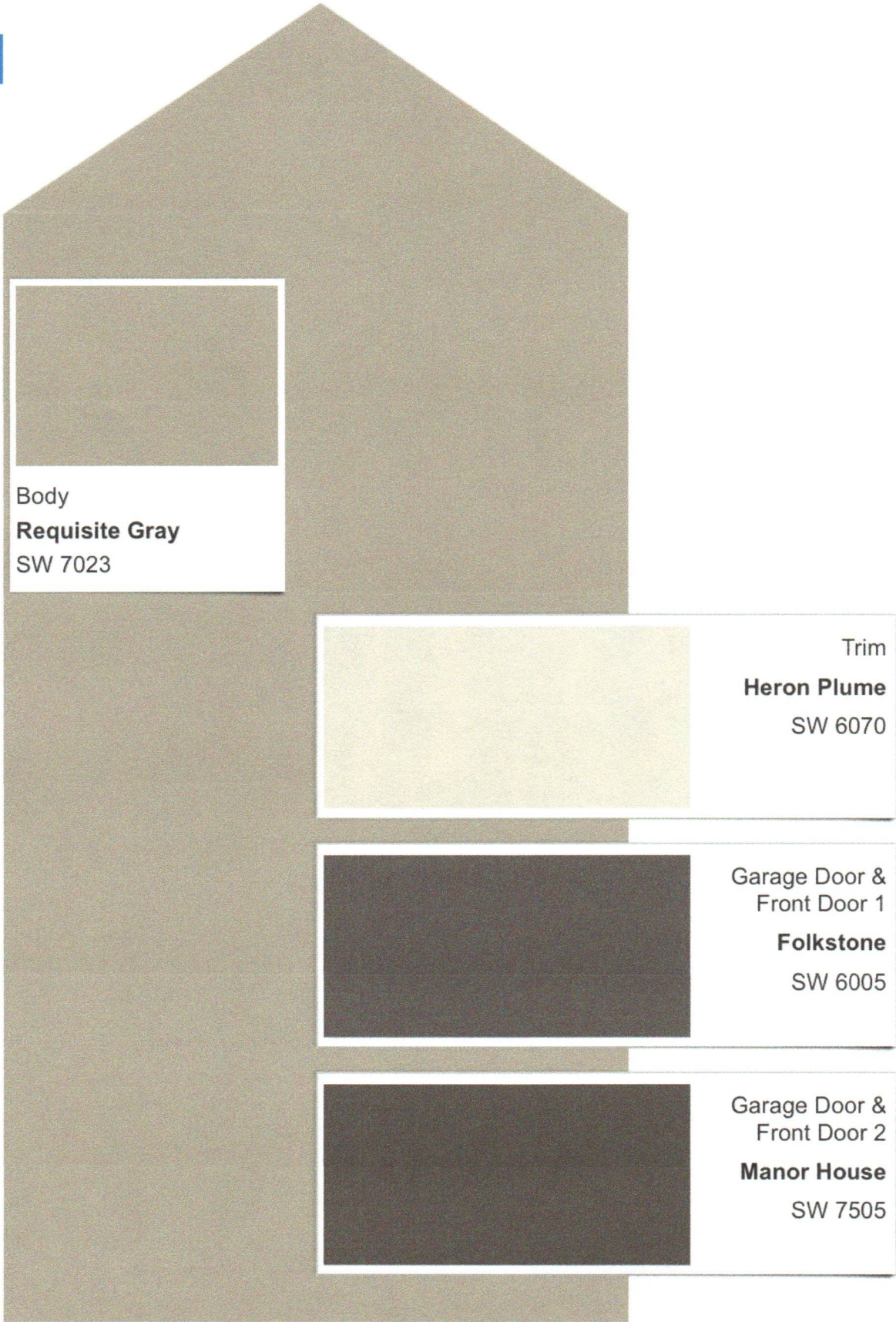


Garage Door &
Front Door
Peppercorn
SW 7674

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme

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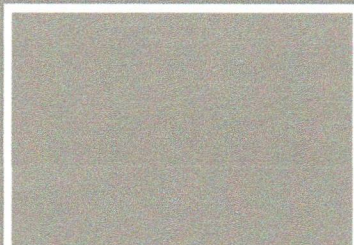


Scheme 12

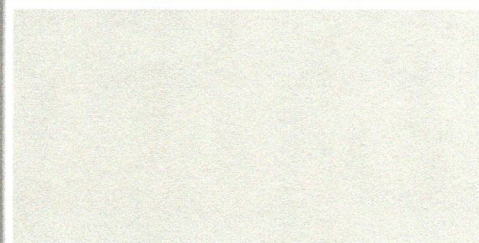


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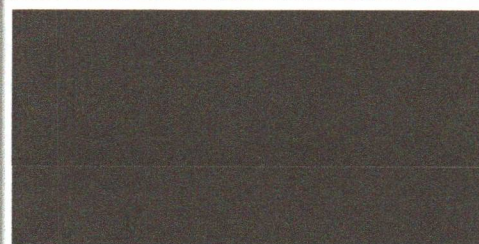
Print this Scheme



Body
Proper Gray
SW 6003



Trim
Snowfall
SW 6000



Garage Door &
Front Door
Sealskin
SW 7675

Scheme 13

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

Print this Scheme



Body
Morning Fog
SW 6255



Trim 1
Rock Candy
SW 6231



Trim 2
Extra White
SW 7006



Garage Door &
Front Door 1
Sea Serpent
SW 7615



Garage Door &
Front Door 2
Extra White
SW 7006

Scheme 14

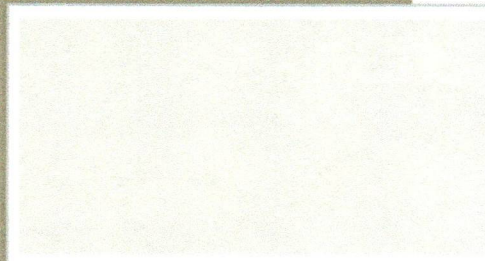


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Print this Scheme



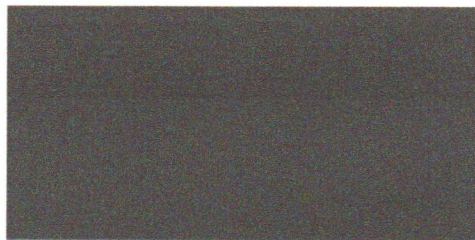
Body
Sage
SW 2860



Trim
Pure White
SW 7005



Garage Door &
Front Door 1
Chateau Brown
SW 7510



Garage Door &
Front Door 2
Peppercorn
SW 7674