



# GRAND ELK OWNERS ASSOCIATION

## Design Review Board

### REQUEST FOR FINAL INSPECTION & FINAL RELEASE LETTER

This request will be accepted for review when ALL information is provided and upon verification that Applicant//Property Owner is current on ALL Grand Elk Owners Association assessments, levies and/or fines.

**Please allow 3 weeks for Inspection Report, DRB Meeting and Release Letter.**

PLEASE FILL IN PDF FORM AND EMAIL TO: [ChairDRB@gmail.com](mailto:ChairDRB@gmail.com)

DATE:

PROJECT LOCATION Lot Village Street Address of Lot

PROPERTY OWNER Email

Mailing Address

Phone Cell

BUILDER Email

Phone Cell

Variance/Change Request Application on file for the above referenced property? Yes No

Comments:

#### Statement of Recognition

*I have read, understood and affirm that I have complied with the Grand Elk Ranch & Club Design Guidelines and Regulations concerning the guideline parameters and procedures for the design and construction processes at the Grand Elk Ranch & Club. I further acknowledge that a Final Inspection & Release Letter is required to apply and obtain a Certificate of Occupancy from the Winter Park Building Department. I further acknowledge that I have authority to sign on behalf of the corporation/company if the owner and/or builder are a corporation/company. I further acknowledge that all fees and deposits are paid in full and that all parties signing are current on all Grand Elk Owners Association assessments, levies and/or fines.*

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

Builder's Signature \_\_\_\_\_ Date \_\_\_\_\_

The Final Inspection & Release Letter does NOT apply to and release the Applicant/Property Owner from the landscaping requirements. The Applicant/Property Owner has up to 24 months from the date of the application approval to complete the installation of the landscaping.

**Please note that inspectors must have access to your property to perform the required inspection.**