

Architectural Control Committee Change/Request Form

Architectural Control Committee, I respectfully request the following:

_____ (New) Additions/Alterations of Existing Structure and/or Property

_____ (Renewal) Prior Additions/Alterations of Existing Structure and/or Property

A PLOT SURVEY SHOWING DIMENSIONS, SETBACKS, LANDSCAPING, ETC. AND PLANS SHOWING MATERIALS AND COLORS, ETC. MUST BE ENCLOSED. REQUESTS WITHOUT PROPER SUPPORTING DOCUMENTATION WILL NOT BE ACCEPTED.

Description of Additions/Alterations should be attached. Briefly, what type of Change are you requesting?

Have you read the Governing Documents of the Community, and do you believe that your Change remains consistent with the rules and regulations detailed in the Governing Documents?

The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations, or additions described herein comply with all applicable laws, rules, regulations, codes, and ordinances; including, without limitation, zoning ordinances, subdivision regulations, and building codes. The Architectural Committee shall have no liability or obligations to determine whether such improvements, alterations, and additions comply with any such laws, rules, regulations, codes or ordinances.

By signing below, I understand that generally changes to the landscaping, exterior, or aesthetics of the community will not be approved. I have read the governing documents pertaining to my particular request and believe that my request will not alter the aesthetic value of my own or any other property. By accepting an approval from the ACC, I accept any and all responsibility for any negative impact my changes may have on other homeowners and agree to pay restitution and/or legal fees to those homeowners should they seek legal action against me. I agree not to begin property improvement(s) until the Architectural Committee notifies me in writing of their approval. If any change is made that has not been approved, the Committee has the right to ask me to remove the improvement from my property per the Governing Documents. I also agree that if I fail to maintain any alteration or change, my approval may be immediately revoked.

I have read the above information and agree to the terms and conditions of approval.

Signature of Owner: _____

Printed Name of Owner _____

House Number _____

_____ Osprey Lake Circle

_____ Heron Lake Drive

Telephone Number _____

Please read and initial the following checklist prior to submitting your request.

I have read the Governing Documents pertaining to my request.

I have included a plot map, color scheme, size, professional design, detailed drawing, and/or detailed descriptions of materials to be used.

I understand that exterior changes are not generally approved.

I accept all risk for the impact my changes may have on the property values of other homeowners and agree to the terms outlined above.

I understand that the approval process may take up to 45 days, and if I do not receive response from the ACC, I will assume my request to have been denied unless otherwise notified in writing.

Form must be mailed with all supporting documentation to:

Osprey Run HOA, Inc. - Arch. Control Comm.
c/o Citadel Property Management Group
40347 US HWY 19 N
Ste 229
Tarpon Springs FL 34689

ACTION OF THE COMMITTEE

Approved with conditions listed: _____

Approved

Denied _____

Chairperson, Architectural Committee

Date

ACTION OF THE BOARD

Approved with conditions listed: _____

Approved

Denied _____

HOA President

HOA Vice President

HOA Secretary/Treasurer