

OAKSTEAD HOMEOWNER'S ASSOCIATION, INC.

c/o Associa Gulf Coast, Inc., 3550 Buschwood Park Dr., Suite 150, Tampa, FL 33618

(813) 963-6400 - Phone (813) 964-8582 - Fax

aherrick@associagulfcoast.com

DATE: _____

Is this application a re-submittal of a previous application? Yes / No

The undersigned owner seeks approval of the Board as follows (circle all that apply):

- | | | | | |
|-------------|------------------|----------------------|------------------|-------|
| Pool/Spa | Screen Enclosure | Solar Heating Panels | Satellite Dish | Fence |
| Landscaping | Painting | Storm Shutters | New Construction | Other |

Narrative Description of Additions/Alterations: _____

(Continue on Additional Sheet if Necessary)

- INCLUDED (please circle all that apply):
- | | | | | | |
|-------------------------------|-----------|-------------|----------|-----------|-----------------|
| Specifications for alteration | Brochures | Photographs | Drawings | Brochures | Material Sample |
| | | | | | |

Note: Please indicate on lot survey where alterations will be located on property.

An application requesting approval for any alteration which occurs outside the exterior walls of the building MUST BE ACCOMPANIED BY A SKETCH INDICATING LOCATION, SIZE AND TYPE OF CONSTRUCTION OR ALTERATION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY.

If approval is granted, it is not to be construed to cover approval of any State or County Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, regulation, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant(s), their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT OAKSTEAD HOMEOWNER'S ASSOCIATION, INC. IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS' ASSIGNS ASSUME ALL RESPONSIBILITY AND COST FOR ANY ADDTION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

SIGNATURE OF OWNER _____ VILLAGE NAME _____

PRINTED NAME _____

ADDRESS _____

TELEPHONE (H) _____ (B) _____ E-MAIL ADDRESS: _____

PLEASE ALLOW UP TO 45 DAYS TO RECEIVE AN APPROVAL FROM THE DESIGN REVIEW BOARD

ACTION TAKEN BY THE ASSOCIATION:

_____ APPROVED / CONDITIONS: _____

_____ DENIED FOR THE FOLLOWING REASON: _____

DATE

Authorized Signature for the Design Review Board
Oakstead Homeowner's Association

OAKSTEAD HOMEOWNER'S ASSOCIATION, INC.

IMPORTANT INFORMATION FOR ALTERATION APPLICATIONS

- The application form must be completed and signed by all owners of the property.
- Please review the Declaration of Covenants, Conditions and Restrictions for a complete description of your responsibilities regarding Architectural Control requirements and submittals
- The Architectural Committee will act upon your application at their next scheduled meeting. When your application is acted upon, a letter of approval / denial will be mailed to you.
- Application for approval will not be approved under the following circumstances:
 1. When a homeowner has been referred to the Association Attorney for enforcement of any kind.
 2. When a homeowner is in violation of the requirements of this documents or the amended and restated Declaration of CCR's of Oakstead recorded April 12, 2002
- UNDER NO CIRCUMSTANCES IS ANY ALTERATION TO BEGIN WITHOUT THE PROPER APPROVAL OF YOUR ASSOCIATION