



**COUNTRY CLUB OAKS HOME OWNERS' ASSOCIATION, INC.
APPLICATION FOR ARCHITECTURAL REVIEW COMMITTEE APPROVAL**

Owner's Name: _____ Phone: _____

Address: _____ e-mail: _____

Section 1: Exterior Addition or Alteration to Property

Type of approval desired (check all that apply):

- | | |
|----------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Fence or wall | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Tree removal | <input type="checkbox"/> Screened porch or patio |
| <input type="checkbox"/> Pool | <input type="checkbox"/> Change in elevation or addition to home |

Other: _____

*If required, have you applied for the proper permit(s) from your local municipality? Yes No

*Describe the improvements to be made. Attach copy of lot survey, landscaping plan, specifications, or other information as applicable. Use additional paper if necessary:

*The Declaration of Covenants, Conditions, and Restrictions (Article VI) states that no building, fence, wall, pool, or other structure shall be erected or maintained upon any lot, nor shall any exterior addition to or change or alteration be made until the detailed plans and specifications showing the nature, kind, shape, heights, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an Architectural Review Committee appointed by the Board.

Section 2: Exterior Repainting of Property

*Describe any painting to be done to the exterior of the dwelling (new color or same color as before). Attach paint sample(s) and additional information as applicable. Use additional paper if necessary:

*The Declaration of Covenants, Conditions, and Restrictions (Article VI) states that all changes in the appearance of the exterior of any improvement including, but not limited, to repainting in a different color or adding decorative sculptures or wrought iron grills, shall require the written approval of the Board of Directors or Architectural Review Committee.

PROCEDURE: Any owner needing approval shall deliver an Application for Approval by mail or by hand delivery together with the attached requirements listed above. As soon as reasonably possible, but not later than 30 days after receipt, the Board or ARC shall indicate its approval or disapproval of the matters requested upon them and the owner will be notified. In the event that the Board or ARC takes no action on the application within 30 days, the application or request shall be deemed approved.

Mail to: Country Club Oaks Homeowners' Association, Inc.
(30 days in advance) 152 Oak View Circle
Lake Mary, FL 32746

Approved: Disapproved: Explanation of denial: _____

Signature of ARC Board Member: _____

Date Received: _____ Date Processed: _____ Date Mailed: _____

