

Chelsea Oaks Townhomes Homeowners' Assn, Inc.
Architectural Change Form

Date: ____/____/____

From: _____
(Homeowners Name) (Contact Telephone Number)

(Property Address) (Email Address)

(Mailing Address if different than Street Address)

This IS ____ IS NOT ____ a resubmission of a previous application.

I/We DO ____ DO NOT ____ have a copy of current Deed Restrictions.

I/We HAVE ____ HAVE NOT ____ read and understand the Declarations as they relate to this project.

I/We, the owner(s) of the above property, seek approval by the Board of Directors to perform the following modifications:

Please submit Photographs Drawings / Layouts / Specifications of Alterations; any supporting documentation for the below: **IF A ENCLOSURE IS BEING REQUESTED, THE DRAWING MUST SHOW WHERE ANY AND ALL SPRINKLER HEADS ARE LOCATED; IT IS UP TO THE OWNER TO ENSURE THE HOA's LAWN MAINTENANCE COMPANY HAS CAPPED OFF ALL ACTIVE SPRINKLER HEADS PRIOR TO INSTILLATION AND PROVIDE PROOF TO THE MANAGEMENT COMPANY.**

Storm Doors
 Garage Door
 Storm Shutters

Doors/Sliders
 Windows
 Other - Description of proposed modification(s).

Lanai Encl
 Back Patio
 Fence

I/We, the owner(s) of the above property understand the following items MUST be submitted with the application, and that failure to do so will result in an automatic denial of the request:

I/We, the owner(s) of the above property understand that failure to provide the following items (as they relate to the request) will result in an automatic denial of the request until they are submitted to CHRIS KELLY AT CKELLY@AMERITECHMAIL.COM OR MAILED TO AMERITECH MANAGEMENT AT 24701 US HWY 19 N. SUITE 102, CLEARWATER, FL 33763. In addition, please copy Chelsea Oaks ARC at **ChelseaOaksARC@outlook.com**

The undersigned property owner(s) of the above property hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations or additions described herein comply with all Declarations, Rules and Regulations, applicable laws, codes and ordinances: including, without limitation, zoning ordinances, subdivision regulations to include all the Deed Restrictions and Covenants and building codes. Chelsea Oaks Townhomes Homeowners Association, Inc. shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances. Please allow up to 30 days to receive a decision from the Board of Directors before proceeding with your project. Submit this request and any additional required documentation via hand delivery, or mail. The 30-day time period mentioned above will **not start until all required documentation supporting this request is received. IF APPLICATION IS APPROVED ALL WORK MUST BE COMPLETED WITHIN 60 DAYS UNLESS AN EXTENSION IS GRANTED BY THE ARC.**

SIGNATURE OF OWNER: _____

REQUEST APPROVED

REQUEST DENIED

Signature of Board Member

Reason for Denial