**ARCHITECTURE REQUEST**

Please complete the following request to submit to the Architecture Director & Committee of Villas II.

**Return to:** Debby Roman / 634 Lark Dr. / 813-836-4259 / debbiea.roman@gmail.com

**NO WORK IS TO COMMENCE UNTIL REQUEST IS APPROVED.**

Date of Application:

Owner Name: Property Address:

Cell Phone: \_\_\_\_\_\_\_ \_\_ \_ Landline Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address:

**SELECT WHAT APPLIES FOR REQUEST:**

#### Exterior Painting

#### Exterior Addition

#### Landscaping

#### New Windows

#### New Roof

#### New Shutters

#### Changes to Carport

#### Other

#### REQUIRED DOCUMENTATION FOR:

1. Description of materials/color to be used **including pictures** or brochures- all exterior building improvements.
2. A scale drawing locating on any exterior improvements i.e. plants, walls, building extensions, driveways, walkways etc., you propose to add.

**Description of Improvement:**

Owner Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Director’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTE: YOU WILL RECEIVED AN ANSWER TO YOUR REQUEST WITHIN 30 DAYS**

#### Limitation of Responsibilities:

The primary goal of the Architecture Directors & Committee is to review the application to determine if the proposed modification/alteration complies with the Villas II restrictions. The Architecture Director & Committee does not review and assumes NO responsibility for the following:

1. The structural adequacy, capacity, or safety features of the proposed modification/alteration.
2. Whether or not the location of the proposed modification/alteration on the building site is free from possible hazards from flooding, or from any other possible hazard whether caused by conditions occurring either on or off the property.
3. Soil erosion, un-compactable or unstable soil conditions.
4. Mechanical. Electrical or any other technical designs requirements for a proposed project.
5. Compliance with any/all building codes, safety requirements or governmental laws, regulation codes or ordinances.
6. Performance or quality of work of any contractor.

An approval granted by the Architecture Director & Committee will expire nighty **(90)** days from the date of approval unless the work has been commenced or the homeowner has given notice to the Architecture Director that a delay has occurred and the reason for the delay.

I understand that the Request approval of the requested changes to my unit does not at any time waive my responsibility to obtain or in any way substitute for a mandatory building permit from the proper governmental departments, nor does it in any way guarantee the workmanship or quality of the requested work.

Owner Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF ARCHITECTURE DIRECTOR & COMMITTEE OF THE VILLAS II. THE COMPLETED PROJECT WILL BE SUBJECT TO A FINAL INSPECTION BY THE ARCHITECTURE DIRECTOR TO ASSURE MATERIAL AND INSTALLATION CONFORMANCE TO THIS REQUEST.**