

COLONIAL HILLS HOMEOWNERS ASSOCIATION

Architectural Committee/HOA Board
Application for Improvements or Additions

Today's Date: _____ Anticipated Start Date _____

Estimated Completion Date: _____

Homeowner's Name: _____

Property Address: _____

Daytime Phone: _____ Evening Phone: _____

TYPE OF WORK TO BE APPROVED. (circle all that apply)

FENCE	PAINTING	LANDSCAPING	SCREENED PATIO	ADDITION
POOL	SHED	CONCRETE WORK	OTHER	

PROVIDE COMPLETE DESCRIPTION OF IMPROVEMENTS

ATTACHMENTS: (please circle and attach copies to this application, items will not be returned but retained on file)

SURVEY	SITE PLAN	BLUEPRINT COPY	ESTIMATE COPY
BROCHURE	PAINT/COLOR SAMPLE	PHOTOGRAPHS	DESIGN/SKETCH

DOES THIS IMPROVEMENT OR ADDITION REQUIRE A PERMIT OR LICENSE? _____YES _____NO

HOMEOWNER WILL BE NOTIFIED WITHIN 30 DAYS IF THE APPLICATION HAS NOT BEEN APPROVED.

In regards to any plans and specifications approved by the Architectural Committee, neither the Homeowner's Association, Architectural Committee, nor any member of the Board of Directors or Architectural Committee shall be responsible or liable in any way for any defects in any plans or specifications, nor any structural defects in any work done according to such plans and specifications nor for the failure of the plans and specifications to comply with any law. Further, neither the Homeowner's Association, Architectural Committee, nor any member of the Board of Directors or Architectural Committee shall be liable in damages to anyone by reason of mistake in judgement, negligence, misfeasance, malfeasance or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such plans or specifications or the exercise of any other power or right of the Architectural Committee provided for in this declaration. Every person who submits plans or specifications to any Architectural Committee for approval agrees, by submission of such plans and specifications, and every owner of any lot agrees, that he will not bring any action or suit against the Homeowner's Association, Architectural Committee, or Architectural Committee member to recover for any such damage.

It is up to the homeowner themselves to assure that all plans and specifications comply with any/all county codes. It will be the responsibility of the homeowner to file the proper documentation with the county. All permits and fees are the responsibility of the homeowners, NOT the Architectural Committee. All fees paid are to the county and NOT the Architectural Committee.

THE ARCHITECTURAL COMMITTEE RESERVES THE RIGHT AT ANY TIME DURING THE CONSTRUCTION PROJECT TO REQUEST PROOF OF ANY PERMITS OR LICENSE REQUIRED BY THE COUNTY.

Homeowner's Signature: _____ Date: _____

☐ APPROVED ☐ DENIED

Reason for Denial:

Architectural Committee/HOA Board Signatures:

Send completed form and attachments
via USPS mail to Colonial Hills HOA, PO BOX 3644, Riverview, Florida 33568;
via email to ColonialHillsOnline@gmail.com;
or via drop-box located at 12205 Creighton Place by front door.