

ARCHITECTURAL REVIEW COMMITTEE
REQUEST FOR CHANGE
Oak Lake Estates Homeowners Association

Property Owner(s): _____

Property Address: _____ Section: _____ Lot # _____

CCR's have been reviewed for your section? () yes () no

Note: to expedite your approval, please follow the guidelines provided in the CCR's recorded with the county by the developer. These apply to all properties in the Oak Lake Estates Subdivision

Home Phone: _____ Cell: _____

Email Address: _____

Improvement: (Complete Description)

Contractor Name: _____

Contractor Phone: _____ Contractor Licensed: () Yes () No

Building permit required: () Yes () No If so, have obtained: () Yes () No () Pending

Dimensions (H): _____ (W) _____ (L) _____ (if applicable)

Color: _____ (if applicable)

Location: _____ (on home/property) Estimated Start Date: _____

Construction Materials:

Paint/Stain Selection (if applicable): _____

All Submissions must be accompanied with the following:

- Architectural drawing or sketch with dimensions and/or pictures
- Property survey/plat showing location of improvement(s) on property
- Description of materials including color choices of material
- Acknowledgement/list of government approval required (permits for city and county, etc) where applicable.

IMPORTANT NOTICE: FOR YOUR PROTECTION, INQUIRE AND OBTAIN CITY AND/OR COUNTY PERMITS BEFORE SUBMITTING REQUESTS FOR APPROVALS TO THE ARC.

APPROVAL OF ANY STRUCTURE BY THE ARC IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE HAS BEEN BUILT IN ACCORDANCE WITH ANY GOVERNMENTAL REGULATION(S) OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

PLEASE ALLOW THIRTY (30) DAYS AFTER SUBMISSION TO THE ARC

It is highly recommended proposals for improvements be submitted before signing contracts and ordering material. The reason is that if your submission does not receive approval requires modification to be approved, you have not obligated yourself financially.

You may not begin construction on any modification until you have received written approval from the Architectural Review Committee.

Approval is based solely on the accurate description and details of improvement submitted.

Neither the Oak Lake Estates HOA nor the Architectural Review Committee will be responsible for property resale or other issues due to an unapproved non-conforming structure.

DEVIATION FROM THE APPROVED REQUEST WILL RESULT IN A RETRACTION OF THE APPROVAL BY THE ARCHITECTURAL REVIEW COMMITTEE AND MAY BE REPORTED TO MAURY COUNTY RECORDER OF DEEDS WITH A "NOTICE OF UNAPPROVED STRUCTURE" APPLIED TO THE PROPERTY TITLE.

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Property Address: _____

NEITHER DECLARANT, THE ASSOCIATION, THE ARC, THE BOARD, NOR THE OFFICERS, DIRECTORS, MEMBERS, EMPLOYEES AND AGENTS OF ANY OF THEM SHALL BE LIABLE IN DAMAGES TO ANYONE SUBMITTING PLANS AND SPECIFICATIONS TO ANY OF THEM FOR APPROVAL, OR TO ANY OWNER OF PROPERTY AFFECTED BY THE DECLARATION BY REASON OF MISTAKE IN JUDGEMENT, NEGLIGENCE OR NONFEASANCE ARISING OUT OF OR IN CONNECTION WITH THE APPROVAL OR DISAPPROVAL OR FAILURE TO APPROVE OR DISAPPROVE, FOR PROPERTY VALUE AFFECTED BY LEGAL FORMS OF NON-CONFORMING STRUCTURE THAT MAY APPLY TO ANY SUCH PLANS OR SPECIFICATIONS; NOR SHALL ANY OF THEM ASSUME LIABILITY OR RESPONSIBILITY FOR ANY DEFECT IN ANY STRUCTURE CONSTRUCTED FROM ANY SUCH PLANS AND SPECIFICATIONS.

Homeowner(s) acknowledges that he/she has read all pages of this form and agrees to comply with the recorded CCR's of properties within Oak Lake Estates.

All persons on title must acknowledge form with signature

HOMEOWNER'S SIGNATURE

HOMEOWNER'S SIGNATURE

PLEASE SEND COMPLETE REQUEST PACKAGE TO:

Email: ARCOLHOA@gmail.com (for quickest response)

Or Mail: Oak Lake Estates ARC

84 Oak Valley Drive

Spring Hill, TN 37174-9998

INTERNAL USE ONLY:

[] Plan Accepted –All work must be done in accordance with the plans as approved by the ARB. All changes or modifications to plans must be reviewed and approved by the ARC.

[] Plan Accepted with Specific Conditions – The plan is accepted with specific conditions.

[] Plan Denied with Explanation –Explanation for denial.

The ARC may recommend one or more alternative solutions. If the homeowner is receptive to one of these solutions, must resubmit a Change Request Form detailing the plan within 60 days.

[] Plan Pending - The plan was submitted incomplete. The following information was not included: _____

Upon receipt of a complete request, the ARC will have up to 30 days from the day all final documentation has been received to respond.

ARC Member Signature _____ ARC Member Signature _____

ARC Member Signature _____ Date Approved _____