

HOMEOWNER'S ASSOCIATION, INC

MAIL ADDRESS: 3434 Colwell Ave. Suite 200, Tampa, FL 33614

Address for in-person delivery only (NOT FOR MAILING): 2700 South Falkenburg Rd, Suite 2745 Riverview, FL 33578

E-Mail To: mwilliams@rizzetta.com Fax (813) 514-0401 Office (813) 533-2950

REQUEST FOR ARCHITECTURAL IMPROVEMENT APPLICATION

The undersigned homeowner seeks approval of the Committee as follows:

- Painting** (Color must be chosen from the MiraBay pre-approved color books). NOTE: Bay Breeze neighborhood has its own color book.
- Addition OR Alteration to Existing Structure or Property** NOTE: For Bay Breeze and Sea Crest, any irrigation modification costs due to resident alterations and/or enhanced landscaping are the owner's responsibility to incur cost. All additions or alterations approved by the MARC are completed at the homeowner's risk.

Description of Addition/Alterations: (Each project or area of improvement may require a separate application)

(Continue on back if necessary)

Application Must Include: (A) Current Photo of the House and/or areas specific to the project. (B) Lot/Boundary Survey is required for along with detailed info pertaining to the alteration including:

1. Set back dimensions from property lines for additions, pool decks, screen enclosures, play structures, as well as, any other type of structure or equipment added to property.
2. Location(s) of improvements, for example: Gutters & down spouts, landscape plantings, walks, fencing, etc.
3. For all additions, a complete and legible set of "Construction Drawings with measurements" must be submitted with Boundary Survey.

Applications missing information deemed essential by the MARC in order to make a decision will be considered incomplete.

NOTE: Incomplete applications will not be reviewed by Committee and/or may be denied until resubmitted with required info.

The undersigned property owner and listed contractor hereby acknowledge and agree that the undersigned shall be solely responsible for determining whether the improvements, alterations, or additions described herein comply with all applicable laws, rules, regulations, codes, and ordinances; including, without limitation, zoning ordinances, subdivision regulations, and building codes. The MiraBay Architectural Review Committee shall have no liability or obligation to determine whether such improvements, alterations, and additions comply with any such laws, rules, regulations, county codes or ordinances. Only improvements, alterations and/or additions described herein are allowed. No substitutions, changes and/or alterations will be allowed without the express written approval of the (MARC). **By signing this application, you also agree that you may be liable for the cost to repair any property damage on an adjacent owner's lot as a result of construction or vendor activity. You are responsible for obtaining a signed release between property owners to allow a vendor to enter another owner's property. Please provide a copy of the signed release to the HOA/MARC.**

I agree not to begin work on the improvement until I am notified, in writing, of the approval of the MiraBay Architectural Review Committee (MARC). A FINE MAY BE IMPOSED FOR WORK STARTED PRIOR TO APPROVAL. I understand that I must NOTIFY the MARC UPON COMPLETION of this project by email or call.

DATE: _____

SIGNATURE OF OWNER: _____ PRINTED OWNER NAME: _____

LOT: _____ BLOCK: _____ NEIGHBORHOOD NAME: _____

STREET ADDRESS: _____

EMAIL: _____ DAYTIME PHONE NUMBER: _____

SIGNATURE OF CONTRACTOR: _____ PRINTED NAME OF CONTRACTOR: _____

Action of the MiraBay Architectural Review Committee (MARC)

APPROVED APPROVED with the following condition(s): _____

DENIED, for the following reason (s): _____

Approved/Denied By: _____

Date: _____ Email Address: _____

Work must be completed within 3 6 12 months from the date of final approval. If the approved work is not completed within the allotted timeframe, a new application must be submitted. This applies specifically to paint requests as other houses nearby paint and adjacent house colors change it will require re-evaluation.

Completion (Final Review) and Approval By: _____ Date: _____

Please email photos of the completed project for HOA records. The Mirabay HOA and its agent has the authority to inspect exterior home alterations after completion to ensure they are in compliance with the plans or conditions stated as part of this approval. If the project deviates in any way after the review and approval was granted, the owner is responsible for communicating these changes to the Mirabay MARC by resubmitting the modified plans. A modification to the plans without MARC approval, may result in a violation notice for an unapproved alteration.