

LIVE OAK PRESERVE ASSOCIATION, INC.
DESIGN REVIEW COMMITTEE SUBMITTAL FORM

Homeowner: _____

Address: _____

Village Name: _____

Telephone: _____ Email: _____

Directions:

1. Complete requested information.
2. Sign forms.
3. Mail with proper postage to:
LIVE OAK PRESERVE ASSOC., INC.
4131 Gunn Highway
Tampa, Florida 33618

DRC Meets the 2nd Wednesday of each month unless otherwise posted. All applications must be received by 1st Tuesday of the month to be reviewed; otherwise your application will be reviewed at the following month's DRC meeting (no exceptions).

If you have questions about this form or what is required for your project, please contact the Community Association Manager at (813) 936-4156 or email liveoakmanager@greenacreproperties.com

A. Brief Description: In the space below or on an attached page, give a description of the alteration, improvement, addition, or other change you would like to make to the exterior of your home. Please include such details as the dimension/s, materials, color, design, location, and other pertinent data.

B. EXTERIOR PAINTING – Please choose a color scheme from the pre-approved color books at the clubhouse. Use same scheme for body, trim, and door.

PAINT COLOR SCHEME NUMBER: _____

BODY OF HOME COLOR NBR / NAME: _____

IF APPLICABLE, ACCENT COLOR NUMBER: _____

FRONT DOOR / SHUTTER COLOR NBR / NAME:

TRIM (FASCIA) COLOR NBR / NAME: _____

C. Please attach to this submittal the following items:

- Copy of Survey/Lot plan showing the location of the improvement.
- Landscaping modifications should indicate location and type of plants.
- Plans, elevation/s or detailed sketch / Paint color chip for exterior painting.
- Copy of Building Permit – Association Approval must be accomplished prior to Building Permit Application.

HOMEOWNER AFFIDAVIT

I have read and agree to abide by the Covenants and Restrictions of the Association. I understand the Covenants and Restrictions and, in return for approval, I agree to be responsible for the following:

- For all losses caused to others, including common areas, as a result of this undertaking, whether caused by me or others.
- To comply with all state and local building codes.
- For any encroachment(s).
- To comply with conditions of acceptance, if any, and
- To complete the project according to the approved plans. If project is not completed as approved, said approval can be revoked and the project/modification shall be removed and the property restored at owner's expense.
- Applicant further acknowledges that drainage swales have been designed and established between homes (side yards) to carry storm water off the lot and to maintain positive drainage away from the home. The Association or Developer shall not be responsible for any effect that proposed landscaping installation may have on this drainage. The applicant shall be financially responsible for any consequence of his/her.
- Access for all approved work shall be from the owner's/applicant's property and not from common areas or neighbor's property.

I understand that the side yard fences will not be permitted within 15 feet of the front of the house. The 15 feet shall be measured from the front horizontal boundary of the structure, not including the garage.

I understand that, to the extent my DRC application is approved, this approval is only with regards to Live Oak Preserve Association, Inc., and I am responsible, to the extent applicable, for obtaining any approval required from the applicable governmental authorities or parcel association.

I also understand that the DRC does not review and assumes no responsibility for the structural adequacy, capacity, or safety features of the proposed construction, alteration or addition; for soil erosion of un-compactable or unstable soil conditions, for mechanical, electrical or any other technical design requirements for the proposed construction, alteration or addition; or for performance, workmanship or quality of work of any contractor or of the completed alteration or description.

I have verified and I agree that the color scheme I have chosen is not the same as adjacent units and /or directly across the street from my property. If approval is granted in error based on my submittal form, I will be responsible for correcting at my full expense even if the modification is completed.

I agree to abide by the decision of the DRC or the Board of Directors. If the modification is not approved or does not comply, I may be subject to court action by the Association. In such event, I shall be responsible for all reasonable attorneys' fees incurred by the Association.

Date of Request	Homeowner's Signature
DO NOT WRITE BELOW THIS LINE	

_____ Approved by DRC

_____ Approved subject to the following conditions: _____

_____ Pending - Insufficient information. Resubmit requested information: _____

_____ Denial not approved for the following reason/s: _____

By: _____	Date
Signature of DRC Member or Agent	

This application may require personal identifying information. To the extent you are providing personal identifying information to the Association herein, unless you make arrangements in writing with the Association otherwise, you are giving express consent to the Association to disseminate such information to third parties, including other members, without further consent.

NOTICE OF COMPLETION (NOC)
DESIGN REVIEW COMMITTEE (DRC)

Live Oak Preserve Association, Inc.
4131 Gunn Highway, Tampa, Florida 33618
(813) 600-1100 Fax (813) 963-1326

Application Date: _____

Date Notice Received by DRC: _____

Owner's Name: _____

Phone: _____

Property Address: _____

Project Description: _____

In accordance with the Declaration of Covenants, Conditions, and Restrictions of Live Oak Preserve, the undersigned OWNER hereby notifies the DRC that the above-described Project has been completed and hereby submits the following:

- (1) a final as-built survey of the property and the construction project.
- (2) a copy of all DRC approval information.
- (3) photographs of relevant views of the completed project, and
- (4) a copy of the Certificate of Occupancy issued with respect to the project, if applicable.

Applicant Signature: _____

Date: _____

(To be completed by the DRC)

An inspection was made of the above referenced property on _____ and such inspection revealed:

_____ the project **APPEARED TO BE** completed in substantial compliance with the DRC approved application

_____ the project **APPEARED NOT TO BE** completed in compliance with the DRC approved application.

NOTE: Inspection and approval of project hereunder is made on the basis of the above notification by the homeowner as well as a visit to the site. The Design Review Committee (DRC) is comprised of volunteer residents who are not professionally trained in construction matters. Neither the DRC nor any of its members shall bear any responsibility for ensuring the structural integrity or soundness of construction or modifications, nor for ensuring compliance with building codes and other governmental requirements. In addition, neither the DRC nor any of its members shall be held liable for any injury, damage, or loss arising out of the manner of quality of approved construction or modifications.

DRC SIGNATURE:

Date: _____