

**Exhibit A**

**Architectural Exterior Change Request  
TYPE 1 PROJECT: COSMETIC MODIFICATION (14-Day Review)**

Request #: \_\_\_\_\_ Date Logged: \_\_\_\_\_ Account #: \_\_\_\_\_

The following items are required for the ACC to review a proposed project: 1) completed application form; 2) payment of the Review Fee & compliance deposit (if applicable); and 3) samples and or descriptive materials.

<b>Project Type</b>	<b>ACC Review Fee</b>	<b>Schedule</b>
Type 1: Cosmetic Modification	\$0 (\$0 deposit)	14-Day Review

**Form MUST be submitted Friday by 3pm.**

Tract # \_\_\_\_\_

Name: \_\_\_\_\_ Village: \_\_\_\_\_ Lot # \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

Spring Hill, FL 34606

Email Address: \_\_\_\_\_

Please check the category which most closely represents the proposed modification to the existing property. The information materials required for review are noted under each category.

**Paint Color / Wall Material Change**

Manufacturer's paint chip and noted changes. Material samples for changes in siding, stucco or masonry.

**Re-shingling / Roof Material Change / Gutter Replacement**

Manufacturer's information and color sample. Proposed gutter and downspout color chip.

**Door / Window / Garage Door Replacement**

Brochure of manufacturer's information and color.

**Ornamentation (shutters, brackets, curbing, handrails)**

A photograph and or drawing with dimensions of ornamental detail with proposed color.

**Satellite Dish / Retractable Awning**

Satellite dish should be installed in the back.

**Exterior Light Fixtures**

Manufacturer's model information and color in addition to photograph of product and location on lot plat.

**Hardscape Alteration (driveways, sidewalks, pavers, patios)**

New paving configuration on Lot Plat that shows house footprint and setbacks. For driveways to be colored, a drawing or photograph showing pattern and manufacturer's paint chips indicating colors.

**Landscape Modification / Tree Removal**

Location of new landscaping on Lot Plat and list of plantings. Tree proposed for removal (tagged by ribbon around trunk).

**Other**

Comments: \_\_\_\_\_

It is the applicant's responsibility to obtain all necessary permits. All proposed projects must meet approval by the Architectural Control Committee (ACC) above and beyond any permits required by the county. The undersigned acknowledges and agrees that until an approval letter is issued by the ACC, no work is to commence.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

**A COPY OF THIS FORM MUST BE POSTED ON THE EXTERIOR OF THE HOME UNTIL COMPLETION OF THE PROJECT. PERMIT EXPIRES 6 MONTHS FROM DATE OF APPROVAL.**

**TPCA Use Only**

**Local Architectural Committee approval required for all self-governing villages.**

Date: \_\_\_\_\_ Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

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

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

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Timber Pines Architectural Control Committee Decisions:**

**Approved:** \_\_\_\_\_ **Disapproved:** \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_  
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**REASON FOR DISAPPROVAL:**

\_\_\_\_\_ Does not conform to TPCA Architectural guidelines

\_\_\_\_\_ Color not acceptable

\_\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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