

# Exhibit B

# Architectural Exterior Change Request TYPE 2 PROJECT: CONSTRUCTION RENOVATION (30-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; and 3) floor plan and elevations in addition to material samples and or descriptive materials.

Project Type	ACC Review Fee	Schedule
Type 2: Construction Renovation	\$50 plus (\$250* deposit)	30-Day Review

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

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

Address: \_\_\_\_\_ Phone # \_\_\_\_\_  
Spring Hill, FL 34606

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

\*The Compliance Deposit is contingent on the payment for any damages to Common Areas and will be returned to the applicant after an on-site review of the completed project has been performed and compliance with the pre-approved modifications can be verified in person.

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.

- Open Deck or Pool Addition**  
Lot Plat with Proposed Deck or Pool.
- Pool Screen Enclosure**  
Lot Plat with Pool / Elevations / Material Samples and Color Selections.
- Enclose Screened Porch with Roof and / or Windows**  
Elevations / Material Samples, Color Selections and Glass Tinting Selection.
- Covered Porch / Screened Porch / Garage or Carport Renovation**  
Lot Plat with Proposed Addition / Elevations / Material Samples and Color Selections.
- Roof Reconfiguration (slope change, shape change, dormer or cupola)**  
Elevations / Material Samples and Color Selections.
- House Expansion (single level addition to existing house)**  
Lot Plat with Proposed Expansion / Floor Plan / Elevations / Material Samples and Color Selections.
- Second Story Addition (demolition of roof for second level rooms)**  
Lot Plat / Floor Plan / Elevations / Material Samples and Color Selections.

**The submission requirements listed under each category must include the following information:**

**Lot Plat:** Engineered drawing which includes property boundaries, building setbacks lines, house footprint, driveways/patios/sidewalks, and in some cases large trees and topographic grade lines.

**Floor Plan:** Computer generated or hand drafted drawing at no less than 1/4" = 1'-0" scale with dimensions.

**Elevations:** Computer generated or hand drafted drawing at no less than 1/4" = 1'-0" scale with materials.

**Samples:** Material samples no less than 2"x2" and photographs of the finished product no less than 3"x5".

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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