

Property Modification Request Form * West Bay Homeowners Association

This form must be submitted for any alteration that affects the exterior of a home in the West Bay subdivision. As stated in the community's Declaration of Covenants, Conditions and Restrictions, "No dwelling, or any other improvement or construction not prohibited in this Declaration, or any color change, or exterior alteration may be made on any Lot unless approved by the Architectural Committee." Approval is not required for lawn irrigation systems, coach or landscaping lights, stepping stones (use of concrete not permitted), and antenna or satellite dishes.

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| STEP 1 Homeowner Information | Name: _____ Address: _____ Phone: _____ | STEP 3 Form Reviewed | West Bay Architectural Review Committee (Meeting first week of each month) Date In: _____ Date Out: _____ Signature: _____ | <input type="checkbox"/> Approved <input type="checkbox"/> Rejected Comments: |
| STEP 2* Mail or Fax to: | Rampart Properties, Inc. 10012 N. Dale Mabry Hwy. Suite 223 Tampa, FL 33618 Date In: _____ Date Out: _____ Signature: _____ *Plot survey and supporting materials MUST BE INCLUDED for consideration. | STEP 4 Final Approval | Architectural Committee (West Bay Board of Directors) Date In: _____ Date Out: _____ Signature: _____ | <input type="checkbox"/> Approved <input type="checkbox"/> Rejected Comments: |

PROPERTY MODIFICATION CHECKLIST

ALWAYS INCLUDE A COPY OF YOUR PLOT SURVEY – noting the exact affected by the property modification – when submitting your request. Use separate forms to submit multiple request.

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| <input type="checkbox"/> Fence or <input type="checkbox"/> Fence & Gate or <input type="checkbox"/> Gate | REQUIRED MATERIALS <ul style="list-style-type: none"> Shadow Box, Pressure Treated Cypress or Caribbean Pine Wood, Unpainted and Unstained REQUIRED CONSTRUCTION <ul style="list-style-type: none"> 2'X4' Stinger, 4' Wide Slats, 6' From Grade or 6' to 4' for Property Abutting Ponds REQUIRED LOCATION <ul style="list-style-type: none"> Post on Inside, Adheres to Setbacks, Behind Electrical Meter COUNTY PERMIT (Responsibility of Homeowner) All items listed in this section will be satisfied. (PROPERTY OWNER'S INITIALS) |
| <input type="checkbox"/> Pool NO ADVERTISING SIGNS ALLOWED | LAWN AND SIDEWALK REPAIR REQUIREMENTS <ul style="list-style-type: none"> Lawn will be repaired within 30 days of completion Homeowner will obtain a written guarantee from installer stating that sidewalk damage will be repaired within 30 days of completion. All items listed above will be satisfied. (PROPERTY OWNER'S INITIALS) MISCELLANEOUS (Check All That Apply) <input type="checkbox"/> Screening (pool cage) <input type="checkbox"/> Heating: ___ Solar ___ Electric ___ Gas (tank will be buried) |
| <input type="checkbox"/> Screened Enclosure | LOCATION (Select One) <input type="checkbox"/> Lanai <input type="checkbox"/> Other: _____ MATERIAL (i.e. screen, solid siding). Check All That Apply and Mark on Attached Plot Survey. <input type="checkbox"/> Walls: _____ <input type="checkbox"/> Windows: _____ <input type="checkbox"/> Doors: _____ (NOTE: Front porches & garages may not be screened). |
| <input type="checkbox"/> Room Enclosure | LOCATION (Check All That Apply and Mark on Attached Plot Survey). MATERIAL <input type="checkbox"/> Walls: ___ <input type="checkbox"/> Windows: ___ <input type="checkbox"/> Doors: ___ <input type="checkbox"/> Roof: ___ <input type="checkbox"/> Ceiling: ___ <input type="checkbox"/> Floor: ___ (NOTE: Block or wood siding must match color and texture of home). |
| <input type="checkbox"/> Paint | LOCATION (Check All That Apply, Attach Actual Paint Chip, Use Approved Color Chip Book As Guideline) <input type="checkbox"/> Home: ___ <input type="checkbox"/> Trim: ___ <input type="checkbox"/> Front Door: ___ <input type="checkbox"/> Garage Door: ___ |
| <input type="checkbox"/> Entry or Walkway Topping | LOCATION (Check All That Apply). NOTE: No driveway or public sidewalk changes allowed. <input type="checkbox"/> Front Entry <input type="checkbox"/> Walkway <input type="checkbox"/> Lanai or Pool Deck MATERIAL: _____ COLOR: _____ <input type="checkbox"/> Same as House Color |
| <input type="checkbox"/> Other | |
| COMMENTS | |

The undersigned property owner hereby acknowledges and agrees that he or she will 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. Neither the Architectural Review Committee nor the Architectural Control committee shall have any liability or obligation to determine compliance.

Property Owner Signature

Property Owner Name (PRINTED)

Date

SUBMISSION DEADLINE: Property Modification Request Forms must be received no later than the 28th day of the month to be considered for the monthly Architectural Review Committee meeting the following month. All submitted forms will be reviewed for completeness and compliance with the West Bay Declaration of Covenants, Conditions and Restrictions. The Architectural Review Committee will then recommend Approval or Denial to the Architectural committee. All submitted forms will be processed by Rampart Properties, Inc. and returned to the applicant.