GULF TRACE HOMEOWNERS ASSOCIATION, INC.

%Coastal Management
PO Box 1407
Port Richey FL 34673

ARCHITECTURAL CONTROL
CHANGE REQUEST FORM

This form must be submitted along with any drawings/pictures/samples of request to the **Coastal Management**. Approval, in writing, by the Association is required **before** any **exterior work** on your **House / Lot** is started. Failure to obtain the required approval may result in legal action and associated fees.

This includes, but is not limited to:

Exterior Painting/Staining, Landscaping, Tree Removal/Planting, Mailboxes and/or Posts, Flag Poles, Roof Shingles/Tile, Concrete Curbing, Fences, Walls, Fountains, Location of Satellite Dishes, etc.

If you are planning to paint the exterior of your House/Trim/Door or Re-shingle/Tile your roof, please submit your request to the Management Company with this form. This applies to **repainting of existing colors and/or changing colors.**
The Board has established a palette of colors that represent acceptable colors for Gulf Trace homes. The book of approved colors is available for your review at the Management Company's office located at 6710 Embassy Blvd, Suite 206, Port Richey between the hours of 9:00 am and 4:30 pm Monday through Friday. You can also review the book in your neighborhood by calling Mrs. Ayan at 942-3393 and Mrs. Jones at 934-9395.

Date: _____

Requesting approval for:

_____ _____ _____
Signature of Homeowner Address Telephone

ALL AUTHORIZED WORK MUST BE COMPLETED WITHIN SIX (6) MONTHS FROM DATE OF APPROVAL, UNLESS OTHERWISE NOTED. IF AUTHORIZED WORK IS NOT COMPLETED WITHIN SIX (6) MONTHS FROM DATE OF APPROVAL, THIS APPROVAL IS AUTOMATICALLY RECINDED.

☐ Approved Comments: _____

_____

☐ Disapproved Comments: _____

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_____ _____
ACC Signature Date

REVISION Apr2008

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