

**Home Owners' Association, Inc. - Oak Grove  
Architectural and Landscaping Variance Request**

I \_\_\_\_\_, of \_\_\_\_\_, do hereby request that the Board of Directors consider my proposed changes to my lot and /or mobile home as described below in detail.

Description of Proposed Change:

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The work will be preformed by: \_\_\_\_\_  
I understand that under the Declaration and the Rules and Regulations the Building and Grounds Committee will act on this request and submit this request to the Board of Directors at the next monthly meeting for approval. The Board of Directors or the managing agent will provide me with a written response of the decision following the vote at the next Board of Directors Meeting. I further understand and agree to the following provisions:

1. I will make no work or commitment of work until I have received written approval.
2. All work will be done at *my expense* and all future upkeep will remain at my expense.
3. All work will be done expeditiously once commences and will be done in good workman-like manner by contractor or myself.
4. All work will be performed at a time and in a manner to minimize interference and inconvenience to other residents.
5. I assume all liability and will be responsible for all damage and/or injury, which may result from performance of this work. If a contractor is hired proof of Workman's Compensation and General Liability Insurance will be submitted to the Association prior to the commencement of the project.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. I will be responsible for complying with, and will comply with, all applicable federal, state, and local laws, codes, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that the Home Owners' Association, Inc. -Oak Grove, its Board of Directors, its agent and the Building and Grounds Committee have no responsibility with respect to such compliance and that the Board of Director's or its designated committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work comply with any law, code, regulation or governmental requirement.
8. I understand that once this request is approved by the Building and Grounds Committee, and approved by the Board of Directors I have six (6) months time in which to complete the project.

If approved the work would start on or about \_\_\_\_\_ and would be completed on or about \_\_\_\_\_.

Submitted by \_\_\_\_\_ Date: \_\_\_\_\_

Building and Grounds Committee: \_\_\_\_\_ Date: \_\_\_\_\_

Board of Director: \_\_\_\_\_ Date: \_\_\_\_\_