

THURSTON GROVES - IMPORTANT NOTICE
DESIGN REVIEW BOARD/ARCHITECTURAL
APPLICATION

Dear Homeowners:

When planning on making changes to the exterior of your home, please submit the Design Review Board/Architectural Application for approval before beginning any project.

This application must be submitted 30 days prior to the planned start date of the project.

A copy of this form is included with this notice for your convenience. This form is on your website: thurstongroves.org

If you have any questions or concerns, you may refer to your Documents Article IX – Architectural Control for any detailed information.

Or you may contact:

Tracy Rauck, LCAM

trauck@ameritechmail.com

(727)726-8000 ext. 356

Dear Thurston Groves Residents,

The Board would like to provide an update regarding roofing materials, as several questions and concerns have recently been raised.

Our **Declaration of Covenants, Conditions and Restrictions (CC&Rs), Article 8, Section 3 (as amended)** and the **Design Review Manual** establish the following:

- **Cement or integral color concrete tile** is the standard requirement for roofs.
- For homes with a **main roof pitch of 10/12 or greater**, the Design Review Board (DRB) may grant an exemption.
- If an exemption is granted, the only permitted alternatives are **pre-finished 40-year dimensional shingles, metal, copper, fiberglass, or cedar shakes**.
- **Asphalt shingles are not an approved material** in Thurston Groves.

While there are some asphalt roofs in the neighborhood today, those past approvals or oversights do **not** establish a precedent. Legal guidance is clear that prior mistakes do not obligate the Association to repeat them. As your elected Board, we have a fiduciary responsibility to enforce the governing documents consistently and fairly.

We understand that roofing costs are a significant concern for many homeowners, and we empathize with the financial hardships some may face. However, we must apply the covenants as they are written. If residents believe the roofing rules should be updated, the correct path forward is through a **community vote to amend the CC&Rs**. This process ensures that any change reflects the will of the majority, while protecting the character, aesthetic, and property values of Thurston Groves.

In the meantime, the Board and DRB are committed to enforcing the rules uniformly. We ask for your cooperation and understanding as we work to uphold the standards that benefit the entire community.

Sincerely,

Board of Directors

Thurston Groves HOA

THURSTON GROVES HOMEOWNERS' ASSOCIATION, INC.

DESIGN REVIEW BOARD/ARCHITECTURAL APPLICATION

MAIL APPLICATION TO: 24701 US Hwy 19 N. Suite 102, Clearwater, FL 33763

OFFICE: (727) 726-8000 EXT. 356 EMAIL: trauck@ameritechmail.com

Applications must be received by e-mail or mail only. Faxed applications will not be processed. Thank You,

Name: _____ Email: _____

Property Address: _____

Mailing Address _____ City _____ State _____ Zip _____

Phone (s) Home: _____ Work/Cell: _____ Fax: _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request your consent to make the following change, alteration, renovation and/ or addition to my property.

CHECK ONE PER APPLICATION

☐ FENCE ☐ SWIMMING POOL ☐ PATIO ☐ SCREEN ENCLOSURE ☐ EXTERIOR COLOR
☐ LAWN REPLACEMENT ☐ LANDSCAPING ☐ LAWN ORNAMENT ☐ OTHER: _____

Description: _____

- 1) Attach a copy of the property survey that shows the locations of the proposed change, alteration, renovation or addition.
2) Attach drawings of your plan(s) or any contractor proposal. 3) Attach color photos of project and all color samples/descriptions.

NOTE: APPLICATIONS SUBMITTED WITHOUT A COPY OF THE SURVEY, DRAWING, COLOR SAMPLE OR PHOTO WILL BE CONSIDERED INCOMPLETE. IF AN APPLICATION IS INCOMPLETE, IT WILL NOT BE PROCESSED AND WILL BE RETURNED TO YOU.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. No work will begin until written approval is received from the Association. You have 6 months from the approval date to complete the work. If not, then you must reapply for approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and / or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt Ameritech Management, Inc. will forward the Application to the Association. A decision by the Association may take up to 30 or more days, depending on the Association Documents. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

Do Not Write Below This Line

This Application is hereby: ☐ Approved ☐ Disapproved

Date: _____ Signature: _____

Comments: _____

Date Received from Owner _____ Given to Committee _____ Mailed to Owner _____