



Dear Homeowner:

Attached please find a copy of the Architectural Improvement Application. This form and all pertinent information needs to be submitted for review prior to the commencement of the improvement.

If you reside in Sea Crest or Anchor Cove, please forward this form and any information to your management company or HOA Board of Directors first. Your Board of Directors must review and approve your request prior to being presented to the MiraBay Architectural Review Committee.

All other requests need to be submitted to the following address for review:

MiraBay Homeowners Association, Inc.  
c/o Rizzetta & Company, Inc.  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33543  
FAX: 813-994-2100

Thank you for your cooperation. If you have any questions, please contact our office at 813-994-1001 or contact the on site manager, Tracy, at 813-649-1500, extension 3.

Sincerely,

MiraBay Homeowners Association, Inc.  
Board of Directors



5844 OLD PASCO RD., SUITE 100, WESLEY CHAPEL, FLORIDA 33543  
(813) 994-1001 \* Fax (813) 994-2100

**REQUEST FOR ARCHITECTURAL IMPROVEMENT APPLICATION**

The undersigned homeowner seeks approval of the Committee as follows:

- ☐ Painting (Color Chips to be attached to application)  
☐ Additions/Alterations of Existing Structure and/or Property

Narrative Description of Additions/Alterations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(continue on back of sheet if necessary)

**Application Must Include**

- ☐ **Lot Survey** – Showing location of Alteration, setback dimensions from property lines, landscaping materials, size of plants at planting, location of all plants and other material.  
☐ **Lot Survey** – Showing location and dimensioned “footprint” of Addition, complete with setback dimensions from property lines, new landscaping, walks, etc. Complete set of Construction Documents identifying all construction materials, heights of added structures, and all paint colors.

The undersigned owner hereby acknowledges and agrees that the undersigned shall 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. The MiraBay Architectural Control Committee shall have no liability or obligation to determine whether such improvements, alterations, and additions comply with any such laws, rules, regulations, codes, or ordinances.

*I agree not to begin work on the improvement until I am notified, in writing, of the approval of the MiraBay Architectural Review Committee (MARC).*

**SIGNATURE OF OWNER:** \_\_\_\_\_  
**PRINTED NAME OF OWNER:** \_\_\_\_\_  
**LOT:** \_\_\_\_\_ **BLOCK:** \_\_\_\_\_ **NEIGHBORHOOD NAME:** \_\_\_\_\_  
**STREET ADDRESS:** \_\_\_\_\_  
**DAYTIME TELEPHONE NUMBER:** \_\_\_\_\_

**Action of the Architectural Review Committee for Sea Crest or Anchor Cove**



**APPROVED**



**DENIED**

Condition of Approval/ Reason for Denial: \_\_\_\_\_  
\_\_\_\_\_

Approved/Denied By: \_\_\_\_\_ Date: \_\_\_\_\_

**Action of the MiraBay Architectural Review Committee (MARC)**



**APPROVED**, with the following condition(s): \_\_\_\_\_  
\_\_\_\_\_



**DENIED**, for the following reason (s): \_\_\_\_\_  
\_\_\_\_\_

Approved/Denied By: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved/Denied By: \_\_\_\_\_  
Date: \_\_\_\_\_