

# Application for Plan Approval



To: Terra Management Services, Inc.  
4809 Ehrlich Road, Suite 105, Tampa, FL 33624  
Fax: 813-374-2362 | E-mail: meadowcreek@terramanagers.com

*As required by Article VI of the Declaration of Covenants, Restrictions and Easements for The Cross Creek Parcel "K" Homeowner's Association, Inc, as amended, the undersigned, as Owner of the property listed below, hereby applies for approval of improvements to the property and provides the following information in support of this application:*

1. DESCRIPTION OF IMPROVEMENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. ARCHITECTURAL PLANS: If applicable, submit 2 sets.

3. SITE & GRADING PLAN: Submit whenever alterations of lot grade are anticipated.

4. LANDSCAPING PLAN AND PLANT LIST: To be submitted for all landscaping improvements.

5. EXTERIOR MATERIALS (For building or room additions):

Roof: \_\_\_\_\_ Siding: \_\_\_\_\_

6. EXTERIOR COLORS: (Please list all exterior color changes and submit samples):

Body: \_\_\_\_\_ Door: \_\_\_\_\_ Trim: \_\_\_\_\_

*It is expressly understood that approval by the Architectural Committee of the foregoing improvement(s) shall in no way indicate compliance with any local, state or federal law, standard or regulation or any requirement of the Declaration of Covenants, Restrictions and Easements for The Cross Creek Parcel "K" Homeowner's Association, Inc. Compliance is the sole responsibility of the Owner.*

Party Requesting Approval: \_\_\_\_\_

Address: \_\_\_\_\_ Lot: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Email : \_\_\_\_\_

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 APPROVED                       APPROVED SUBJECT TO CONDITIONS                       NOT APPROVED

Explanation: \_\_\_\_\_

The Cross Creek Parcel "K" Homeowner's Association, Inc.  
Architectural Committee

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

INSTRUCTIONS FOR SUBMITTING THE APPLICATION FOR PLAN APPROVAL

1. All applications must be submitted to the management company online, by mail or via email.

Meadowcreek Homeowner's Association, Inc  
4809 Ehrlich Road  
Suite 105  
Tampa, FL 33624  
[meadowcreek@terramanagers.com](mailto:meadowcreek@terramanagers.com)

2. All applications MUST be accompanied by a sketch and a copy of your LOT survey indicating location, size, and type of construction and other pertinent information as may be necessary. Painting colors must be selected from the approved color schemes lists.
3. If approval for an application is granted, it is not to be construed to be approval of any County or City Code Requirement. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration, and addition comply with any applicable law, rule, regulation code or ordinance.

As a condition precedent to granting approval of any request or change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assumes sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT THE CROSS CREEK PARCEL "K" HOMEOWNER'S ASSOCIATION, INC (MEADOWCREEK) AND TERRA MANAGEMENT SERVICES, INC. ET AL, ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNERS AND ITS ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

4. Applications will be reviewed at the next regularly scheduled board meeting, immediately following your submission. Applications submitted on the day of a board meeting will not be reviewed until the next board meeting. Once a determination has been made to approve or disapprove your application, you will be notified via mail of the decision.
5. **UNDER NO CIRCUMSTANCES IS AN ALTERATION TO BEGIN WITHOUT PROPER APPROVAL FROM THE ARCHITECTURAL COMMITTEE.**