



**Polo Park East R.O. Association, Inc.**  
525 Polo Park East Boulevard – Davenport, FL 33897  
Ph: 863-424-6932 - Fax: 863-424-8132

## **Application for Change Instructions**

To be given to applicant

No construction or exterior alterations by resident or contractor of any additions to existing structures, placement of concrete, planting or removal of any shrubbery, trees or plants shall commence prior to resident submitting drawings and specifications to the review board and obtaining written approval to proceed with the construction and/or alteration of the property.

In the event the review board shall fail to specifically approve or disapprove the plans, drawings or sketches submitted within thirty (30) days after the board receives same, such plans shall be deemed approved.

If approval of the board is not obtained in writing, the tenant will be required to remove such accessories, add-ons, plantings, etc. at the sole expense of the member or tenant.

If configuration of lot differs from the one shown, on a separate sheet of paper, draw the lot showing all buildings, concrete and dimensions on said lot.

Note: All requests must conform to local and county building regulations and you must obtain all necessary permits if your request is approved by the architectural review board.



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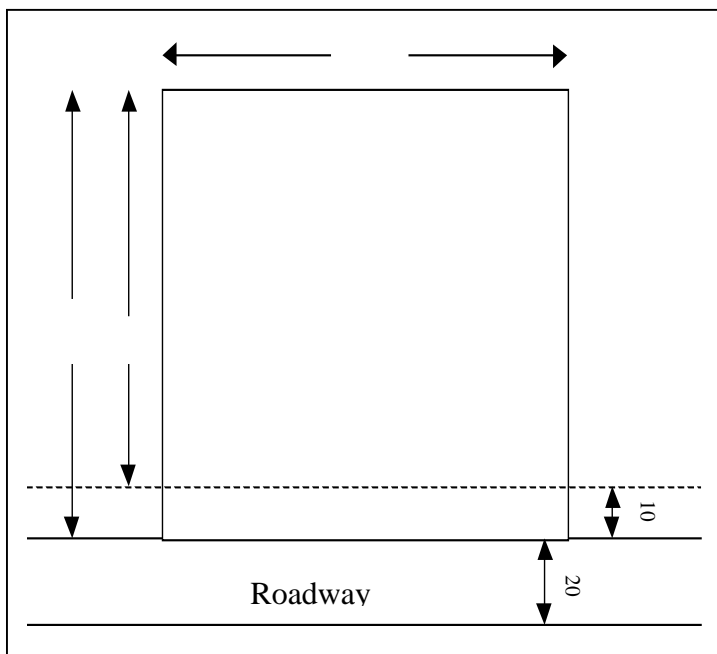
## Application for Change, Improvement Greenery or Appurtenances

**Name:** \_\_\_\_\_ **Lot #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (Application good for 90 days)

I am requesting permission to  Plant  Remove Trees/Shrubs/Plants  
 Renovate or Change



Draw a sketch at left showing dimensions of house-shed-porch-sidewalk driveway/carport

Show lot boundry lines residence, driveway porch shed, size of lot, sidelines, front and rear distance.

Note: Most lots start 10 ft back from edge of road. Sideline restriction, 10 ft from back of lot and 10 ft from front oflot. Rear utility right of way differs. Roof lines must be 10 ft from neighbors.

Request: Consult with neighbor for approval.

Date Received by Board: \_\_\_\_\_

Contractor: \_\_\_\_\_

Date Resident Notified: \_\_\_\_\_

License No. : \_\_\_\_\_

Approved

Disapproved

Review Board:

Reason: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

May resubmit showing change or correction

Resubmit Date: \_\_\_\_\_