

This is a standardized form, for use in multiple communities. Some options shown below may not be available in your community.



Design Review Board Application - COLOR CHANGE

There is a required, non-refundable, Submittal Fee. Normal Processing** (within 30 days) is \$35. Expedited Handling** (within 14 days) is \$55. Make your check payable to "Omni Community Association Managers." Visit www.omnihoa.com for additional information. **ONLY ONE FEE IS REQUIRED FOR UP TO 3 APPLICATION FORMS SENT AS SINGLE SUBMITTAL.** **Time frames are approximate. Submittals with multiple Applications, and Submittals in communities with special processing procedures, may take longer.

HOMEOWNER INFORMATION:

Name: _____ Address: _____

City/State/Zip: _____

THE APPROVAL, CONDITIONAL APPROVAL OR DISAPPROVAL OF YOUR APPLICATION WILL BE SENT TO YOU VIA E-MAIL TO YOUR E-MAIL ADDRESS THAT IS REGISTERED WITH THE ASSOCIATION AND/OR E-MAIL ADDRESS PROVIDED BELOW.

Contact Number: _____ Contact e-mail address : _____

PLEASE COMPLETE ALL PERTINENT INFORMATION FOR PROCESSING

Community Name: _____ Lot/Unit No.: _____

Contractor (if applicable), Name,Phone Number and E-mail address:

Proposed Action: _____ **Affected Feature/Item:** _____

Improvement being changed:

Existing Color of Improvement:

Proposed New Color:

Project Description:

ALL SUBMITTALS must include a copy of your Site Plan (Location Survey), being an 'overhead view' of your Property with the location of all Lot Lines, and existing and proposed Improvements marked. Existing fencing on your Property, OR ON ADJACENT LOT(s) must be marked with "o"s. ALL Applications must also include Elevation Plan, being drawings or pictures showing what the proposed changes will look like when viewed from ground level. COLOR CHANGES RESULTING FROM CHANGES IN MATERIALS USED, MUST INCLUDE FULL DESCRIPTION OF THE MATERIALS BEING REMOVED, AND THOSE BEING ADDED.

REQUIRED DOCUMENTS:

SITE PLAN (Location Survey) showing all Lot lines and the outlines of all existing and proposed Improvements

ELEVATION PLAN (Pictures/Drawings) showing appearance of proposed Improvements when viewed from ground level

Application and supporting documents should be uploaded to Omni's Mobile App, or (i) mailed to Omni Community Association Managers, Attn: Design Review Board, P.O. Box 395, Grove City, OH 43123, or (ii) emailed to drb@omnihoa.com. **Processing does not begin until a complete Application is submitted, including payment of the processing fee******