

Variance/Miscellaneous Structure Approval Guide-Lines

This form is to be used as an application for **prior written approval** for any **miscellaneous structure** (i.e. tool and equipment storage outbuildings, gazebos, pergolas, storm shelters, etc.) as required in section **12b** of the covenants for **The Meadows at Surrey Hills**. **Please make application to the HOA board before erecting your miscellaneous structure.** The intent of the covenants is not to prohibit outbuildings or other structures but rather to ensure that all miscellaneous structures do not detract from the aesthetic-value of the neighborhood.

The board will approve or reject the application based on the following considerations: the first consideration will be visibility from the streets and the visual impact or impairment on the immediate neighbors, the second consideration will be visual appearances of the building and the aesthetic appearance on the neighborhood.

Heights (Covenant Section tot)

Variance requests for building heights up to 10' (feet) will be granted without prejudice providing the building structure and the visual appearance is acceptable. The board will accept and evaluate variance requests for building heights up to 13' (feet). Variance request for outbuilding heights above 13' (feet) will only be considered under unusual circumstances or extraordinary owner needs as such outbuilding height will generally detract from the aesthetic look and value of the neighborhood. The intent of the board is to limit outbuildings to a maximum of 13' (feet). Any approved variance for an outbuilding with a height greater than 13' (feet) would require a minimum of HOA board approval and **written** approval from surrounding neighbors, along with submission of professional quality plans that includes materials lists, and a plot plan showing the location of the building.

Setback (Covenant Section 10)

The HOA board will evaluate and approve or reject set back variance requests. Setback variance requests for sites that will require significant alteration of natural water drainage patterns will not be approved. Variance requests for building set-backs from property lines or fences less than three feet will not be considered. Any set back distance less than three feet will not allow proper clearance for building and fence maintenance.

As a reminder, the homeowner will also need to apply for and receive a building permit through the City of Oklahoma City to avoid any problems in the future.



P.O. BOX 721658
OKLA. CITY, OK 73172

HOME OWNERS ASSOCIATION L.L.C.

VARIANCE APPROVAL APPLICATION FORM

The Meadows Homeowner named below applies to the HOA Board of Directors for approval of certain proposed changes to his/her residence located in The Meadows. Such changes are at variance from the applicable restrictive covenants. **Variance Approval Application must be approved before starting any construction.**

Homeowner/Applicant: _____

Residence Address: _____

Phone: (HOME) _____ (CELL) _____

E-Mail: _____

Describe Proposed Changes. (Please attach all blueprints, drawings, and clear details of proposed changes....before and after)

Structural Dimensions: Height _____ Width _____ Length _____

Roofing Material: _____

Structural Location on Lot: _____

Visible from Street: None _____ Partial _____ Full _____

Proposed Material: Wood _____ Metal _____ Vinyl _____ Other _____

Additional Considerations: _____

Applicant/Owner Signature

Date

President: _____ Approved _____ Disapproved _____

Vice President: _____ Approved _____ Disapproved _____

Secretary: _____ Approved _____ Disapproved _____

Treasurer: _____ Approved _____ Disapproved _____

Code Enforcement: _____ Approved _____ Disapproved _____