

WATERFORD VILLAS
REQUEST FOR DIRECTORS APPROVAL
(This form **MUST** accompany all requests)

DATE: _____

LOT #: _____

OWNER(s): _____

PHONE: _____

ADDRESS: _____

ZIP CODE: _____

THIS REQUEST IS FOR: _____

ALL SUBMISSIONS MUST INCLUDE THE FOLLOWING APPLICABLE INFORMATION:

- () Specify type of material used and name of contractor performing the work.
- () Actual drawing of item with specification/dimensions.
- () Mortgage Inspection Report or Stake Survey showing the location of the proposed submission in relation to the home.
- () A description as accurate as possible. Pictures and drawings are helpful and recommended.

IMPORTANT

1. Please read your Declaration of Covenants and Restrictions prior to submittal of your request.
2. Directors approvals are based on style, type, size and location of requested additions. Where any question may exist, the Covenants and Restrictions will be used as the determining guide.
3. Under no circumstances does Directors approvals indicate full authorization. All Homeowners submitting request must get the necessary governmental (City and/or County planning and building commissions) authorization for all planned work, including approval from Lake St. Louis Community Association's Architectural Control Committee.
4. If you proceed with work without getting all necessary approvals, you may be subject to legal proceedings as well as having to remove any unauthorized improvements.
5. Formal written approval could take up to 45 days. Please allow enough time prior to onset of work.
6. Please submit this request to any member of the Waterford Villas Architectural Control Committee.
7. A security deposit (\$250-\$1000) may be required depending on the scope of work and will be returned after completion of work and final inspection, provided there is no damage to the sprinkler system, grounds or exterior of the building.
8. **THE GROUNDS COMMITTEE CHAIRMAN MUST APPROVE ALL LANDSCAPING AND OTHER EXTERIOR PROJECTS THAT MAY AFFECT THE SPRINKLER SYSTEM AND/OR UNDERGROUND WATER LINES.**

Grounds Chairman

Homeowner's Signature

Homeowner's Signature

This request is:

() APPROVED with conditions as stated herein or attached

() DENIED with reasons as stated below or attached

- o Irrigation heads must be able to function (arc) per pre-landscaping plan.
- o Any required movement or irrigation heads will be at homeowners expense.
- o Repair of any damage to irrigation system will be at homeowners expense.
- o Recurring maintenance of mulch, rock, other ground type cover and edging materials are homeowners responsibility.
- o Homeowner **MUST** disclose to buyer, in event of sale, of Buyer's responsibility to the foregoing maintenance requirement(s).