



## Phase II Annual Meeting & Election 2025

### CLGV2 HOA Election, February 18, 2025

President Wayne Kennedy announced that only 18 ballots were submitted. He explained that there were not 109 ballots, and we did not have a quorum. An election was not held. (If you were in line by 7:00 pm, your vote could be counted.) Wayne thanked the election committee: Pam Bojec, Joan Breese, Faye Weiland, and Melissa Ramos for their help with the election process. He also thanked the homeowners for participating in the vote.

### CLGV2 HOA Annual Meeting, February 18, 2025

President Wayne Kennedy began the meeting by thanking everyone for attending the election and coming out for the annual meeting.

Secretary Kim Frazer showed the sworn statement that the election letters were mailed out to the community on January 25, 2025. She explained that a second letter with ballots does not need to be mailed out unless the nominations exceed the number of positions available on the Board. There are eleven seats available and only six current board members. She read the statute that gave HOAs relief if there was no community interest in joining the Board of Directors. The current board members will stay in place, and it allows the Board to appoint more directors if needed fulfill a quorum. She also mentioned that the Board needed more help if anyone was interested in becoming a director.

CLGV2 Director Greg Murray reported that there had been an increase in car booting. **He has created a video explaining why cars are booted and how to get the boot removed.** One resident complained that her car was booted, yet she entered incorrect information about her vehicle. He explained that The Board is just trying to keep the neighborhood safe. The system requires that residents be vetted and prevents vacation rental properties. ParkingPass has helped tremendously! Residents have gotten booted because they have not updated their information, such as a new license plate. **Homeowners are responsible for entering their information correctly and keeping it updated!**

Secretary Kim Frazer reported that modifications are still being processed quickly, especially if they are sent via email. She mentioned that the Board processed more than 50 modification requests in the last year. It is nice to see landscape improvements and safety upgrades. We had four interviews since the last meeting, and she believed that there were 10 homes for sale in the neighborhood. She had seen

asking prices listed from \$325,000.00 to \$425,000.00. The “Villager” newsletter is “published” as often as she can get it out to the community. (Monthly or bi-monthly) Email her if you want to be added to the newsletter subscription list: [clgv2hoa@gmail.com](mailto:clgv2hoa@gmail.com)

Treasurer Chris Jones reported that the Association is right on budget, slightly under budget. He has some checks being mailed out now. Homeowners owe \$83,000.00 in past dues and legal fees. One account is over \$15,000.00 in arrears. All past accounts over \$1500.00 are with our attorneys for collections. Do not fall behind on your HOA fees; reach out to the Board before things get out of control. If you are over two quarters past due, the Board cannot communicate with you. Once the attorneys have your account, the Board cannot even speak with you.

CLGV2 Director (*and Rec Board President*) Greg Murray shared Rec Board information. He recently became the Rec Board President. He reported recreation center updates in less than two months. He mentioned that the stage will be updated with new curtains and flooring. The café kitchen will be updated. The lobby has been painted, refreshed, and refurnished. The lobby water fountain has a new filter. The exterior landscape will be cleaned up and beautified. Brush has been cleared on the lakefront. Temporary fencing has been placed around the lake. The Rec Board is accepting bids for a permanent fence on the lakefront for safety. Wayne commended Greg on the improvement of the Rec Center’s appearance.

Wayne mentioned the Board is in a legal battle with BDM Property Management and Mike Curtis. Mike was relieved of his services and sued the Board for additional fees. The Judge required both parties to mediate. Three of our board members appeared at the mediation, but Mike Curtis and his attorney did not show. The mediator report will be submitted to the Judge.

Wayne stressed the need new Board members and Volunteers! The current board members are exhausted, and more help is needed from the community. If a management company is hired, the community will need to pay much more in fees. Chris reported that we are losing one board member this evening. He mentioned that 3 years ago, Kim stated that she was going to resign. She agreed to ONE more year. Chris was going to resign two years ago and has also agreed to ONE more year of service. **This will be their LAST YEAR of service.** He researched that if the state were to take over the HOA, the state would appoint a receiver. A receiver is typically an attorney. This will be expensive. He urged the residents to help. **WE NEED VOLUNTEERS TO SERVE ON THE BOARD!** All projects need assistance. We need help with violations, lawncare, legal advice/interpretation. If you have any expertise, contact the Board. Kim mentioned that Pam Bojec, our Administrative Assistant, has been a tremendous help with her HOA knowledge. Two homeowners approached the Board offering to help.

As of March 3, 2025, garbage pick-up has changed to Mondays and Thursdays. Heavy pick-up is still on Wednesday.

The Board may start interviewing management companies if we don’t get help from the community. He also mentioned that it has not worked out well in the past!

Daniel Shanetsky reported on the upcoming February 25<sup>th</sup> Monarch Hill Expansion vote. He stated that there are three commissioners for the project, three against it, and three uncommitted to the project.

Waste Management wants to increase the site in height and width. He encouraged people to come out against the project. There will be buses available for transportation. The fight against the project will include the risk of environmental toxins and the fact that only two county cities actually use the Monarch Hill site. All other waste, including Deerfield Beach's trash, is transported to the Okeechobee landfill! Daniel encouraged people to write letters. Kim mentioned that all the commissioner email information is on the city website. The commissioners are still awaiting a report from the Southern Waste Authority. All the DFB commissioners are against the project. **Update: The project was approved, but there are lawsuits pending.** The sidewalk project is delayed until after the wastewater project has been completed. Daniel is also against any development on the lakes.

Wayne thanked John Spera, and Mike & Faye Weiland for their help with community projects and mailings.

One homeowner asked about the installation of speedhumps on NW 49<sup>th</sup> Street. Our board just purchased three speedhumps from Phase I, and they will be installed on NW 49<sup>th</sup> Street between NW 16<sup>th</sup> Avenue and NW 18<sup>th</sup> Avenue. Currently, there are no speedhumps on that road. Another homeowner complained about the hedges on NW 13<sup>th</sup> Avenue. The plantings need to be maintained; they are a hazard to drivers.

One homeowner would like to organize a petition to hide the cemetery. Kim suggested planting clusia hedges for extra privacy. Another homeowner asked why they did not have a solid wall like the cemetery near Leisureville. Kim mentioned that many homeowners attended the city meeting when the cemetery project was originally discussed. A better fence was discussed at that meeting. Some of the hedges have died on the cemetery property due to poor irrigation. The Board will also ask the city for assistance. Wayne stated that the Board would help her promote the petition.

Another homeowner asked why the Board members had to pay HOA fees, if they were volunteering their time to the community. Chris stated that it cannot be a paid position. She also asked if people could pay down their HOA fees by helping with different projects. It might entice homeowners to help. Wayne stated again that it cannot be a paid position. Everyone needs to pay their fees!

Another homeowner liked that some things were being modernized. She was hoping that things would move quicker. Wayne stated that more homeowners need to agree to have notices emailed to them instead of physical mailings. Only 50 homeowners agreed to electronic mailings. The Board is trying to move things more efficiently.

One homeowner asked about the ParkingPass system. Driveways are limited common ground. Vehicles can be booted in the driveway. Residents and their guests need to register for overnight parking. Cars are not towed out of the driveway; they can be booted if not registered properly. This keeps illegal renters and unregistered residents out of the homes. Greg has created many tutorials on the ParkingPass system. Those tutorials and information are on our website: [www.clgvph2.com](http://www.clgvph2.com).

Another resident thanked the Board for doing an "awesome" job. One homeowner thanked the Board members for staying on for another year, she was terrified of the thought of hiring a management company.

One homeowner asked if we were still interviewing lawncare companies. Yes, they are still interviewing. Another asked about Brighton Landscaping, she thought they were good in Phase I and in the past in Phase II. Another homeowner liked Compass Lawncare, but his lawn was cut unevenly. Chris mentioned that he asked them to raise the blade to 4 inches.

A resident asked if the meetings can be done via Zoom. Greg will investigate providing the service. Wayne would like to ask our attorneys about it. Wayne reminded everyone to subscribe to the newsletter. Another homeowner asked if there was a place on our website for survey questions. The Board will work on the idea.

Bulk pick-up is still on Wednesdays. Make sure to put things out slowly if it is a larger project. Contractor or construction debris will not be picked up. Landscape trimmings and smaller items will be picked up without issue, larger items may require payment. Chris mentioned that Deerfield Beach residents can drop off trash at the Monarch Hill Landfill on Saturdays, from 7 AM to 1 PM. Proof of Deerfield Beach residency is required.

Someone asked how long does a car stay booted before something else is done? Greg will try to find out. He would like to hire a different towing company.

Kim mentioned that cars are picking up and dropping off people on Green Road. This is extremely dangerous! Drivers cannot see around the vehicles at intersections. Trash cans cannot be in the bike lanes on Green Road and hedges also need to be trimmed.

Greg reminded everyone that Bingo is on the third Thursday of the month at 7pm in the clubhouse. There will be no March monthly meeting, due to the proximity of the Annual Meeting. Our next meeting will be in April.

Wayne thanked everyone for attending the meeting and expressing their concerns and suggestions. Vice President Hunter Greer raffled off two \$25 Target gift cards and 2 Butterfly World Tickets.

After the Annual Meeting, the Board discussed having interested homeowners attend meetings before appointing them to the Board. Nominations of officers were made and accepted.

**Wayne Kennedy resigned from the President position.**

**Hunter Greer accepted the position of Vice President.**

**Kim Frazer accepted the position of Secretary for one more year.**

**Chris Jones accepted the role of Treasurer for one more year.**

**Greg Murray accepted the role of Director.**

**Navon Wallace was nominated for President and later accepted the position.**





# Thank You



The Crystal Lake Golf Villas,  
Phase II Board of Directors and Homeowners  
would like to thank

**Wayne Kennedy**

for his many years of leadership and service  
to the community.

We thank you for volunteering your time  
for the betterment of our neighborhood.

***We have really enjoyed working with you!***

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Navon, Hunter, Chris, Greg, Kim and Pam



## CLGV2 Monthly Meeting, Tuesday, April 1<sup>st</sup>, 2025

President Navon Wallace thanked everyone for attending the meeting., Greg, Chris, Hunter, and Kim were in attendance.

Secretary Kim Frazer reported that there was a report of coyote sightings on NW 49<sup>th</sup> Street, as well as the cemetery property. There was only one interview via Zoom since the last meeting. Modification approvals are going smoothly. A homeowner asked her to restock the supply of modification request forms in the lobby. Greg reminded everyone that modification forms are always on our website: [www.clgvph2.com](http://www.clgvph2.com). Kim thought there were only five homes listed for sale in the neighborhood.

Treasurer Chris Jones mentioned that the Association collected \$3200.00 in fees and late fees. Still on track with the budget, there are no other changes.

Director Greg Murray mentioned that we have had an increase in cars being booted in the neighborhood. Homeowners have been complaining about the procedure. The problem is that a few homeowners did not update their information after getting a new plate or vehicle. Homeowners are responsible for keeping their information up to date. This has been discussed many times at our meetings! ParkingPass and No-Go Booting are doing their jobs. He stated that some people have had their car booted and still have not updated their information! This resulted in the vehicle being booted AGAIN. Fix the problem and you will not get booted. Chris mentioned that the Board has discovered more unregistered "residents" because their cars have been booted. You will need to be interviewed, and background checked to park as a resident of CLGV2.

When you renew your vehicle registration each year, make sure your information is updated and accurate on [my.parkingpass.com](http://my.parkingpass.com). If the plate and the car do not match, the car will be booted! If the vehicle is booted, there will be a sticker affixed to the window. It has all the information regarding the procedure and cost of removing the boot. The boot will be removed within 45 minutes after the payment is processed. It is illegal to remove a booted tire. No-Go will tow your car if the boot is not returned to the company within a couple of days. **Don't forget to fix the problem which caused the vehicle to be booted!!!** Most vehicle information changes are approved the same day if they are done before 7pm.

Greg also shared Rec Board information; he serves as the Rec Board's President. He announced that he was expecting a big turnout for the community yard sale in the clubhouse. Non-residents pay \$10 per table; residents can sell for no charge.

Crystal Lake Day will be on Saturday, June 14<sup>th</sup>, 2025. The day will celebrate the residents of Phase I and Phase II and their guests. There will be free food, drinks, and fun at the clubhouse from noon-5pm.

Bingo is still very successful and is held on the third Thursday of the month at 7pm in the ballroom.

Rec improvement projects are slowing down until the Rec Board sees what the insurance increases will be this year. They still plan to do many renovations and improvements. A machine in the weight

room was fixed that morning. Greg feels that someone is misusing the equipment, and he will speak with them about the issue.

**President Navon Wallace announced the 2025 Crystal Lake Board of Directors:**

Navon Wallace-President, Hunter Greer – Vice President, Chris Jones – Treasurer,  
Kim Frazer – Secretary, Greg Murray – Director

*Navon and the Board would like to thank Wayne Kennedy  
for his many years of service to the community!*

Old business was briefly discussed, and the BDM lawsuit is still ongoing. Also, remember to update your information on the ParkingPass system if **ANYTHING** changes.

Some new business was discussed. The AT&T Cable Project was approved by the Board on March 19, 2025, in a special meeting that was open to the community. Navon had more information from a representative. You will not need to update to fiber optics immediately, the copper cables will be available for a few years. AT&T will walk through the community and fix any issues if needed. Chris was curious if the boxes would be in the front or back of the homes. Navon thought it would run where the old copper cables were located. All the cables will be underground, and the boxes will be flush to the ground, similar to the water meter boxes. There will not be long trenches, it will be bored and run underneath. The Association could negotiate a deal with them when our contract with Comcast is up for renewal. Kim thought they should make a presentation to the community at the clubhouse, rather than going door to door.

The Association implemented a Printer Subscription program that will save the HOA money. We spend over \$500 a year on printing, we have four mailings per year. HP sends a printer; it includes unlimited print cartridges for \$279/year. The printer will be upgraded in two years at no charge to the Association. **Chris encouraged everyone to sign and return the authorization form to allow the Board to email essential information to them.** It would save the Association a lot of money on postage and printing. Certain information must be mailed out to the community by law. **You must sign a release form to allow for the information to be sent electronically.** The email consent form is on our website: [www.clgyph2.com](http://www.clgyph2.com) under the Documents Tab. Greg also created a tutorial on how to get that form back to the Board.

One homeowner found a stamp service that could also save the Association money. She would tell the Board about it after the meeting.

The cemetery privacy issue is still ongoing. Ayla, one of our residents, is trying to start a petition to get the cemetery owners to improve the landscaping surrounding their property. The community is asking for more hedges or a privacy fence. The Board is trying to get The City of Deerfield Beach to support us, as there were many requirements to allow for the approval of the cemetery project.

Ayla has created a poster with a QR code encouraging the residents to demand more privacy around the cemetery. Originally, she hoped to go door to door to get people on board with the project. Flyers and volunteers would be needed to circulate the information. Unfortunately, the Board has two other pressing issues at this time, and this may need to be delayed. Greg has posted the flyer on our website:

[www.clgvph2.com](http://www.clgvph2.com) The Board realizes that this only affects a portion of the community, but it does impact the home values of the neighborhood. Kim would like to put a letter together to get the City involved. There was some pushback during the public meetings when the original cemetery owners told the commissioners that they intended to keep the chain link fence. An elaborate landscaping plan was presented at that meeting, and residents wanted a new fence with more privacy. Greg has been meeting with our District 3 Commissioner Daniel Shanetsky and has been discussing many issues. If the city wants those petition signatures, we will then consider the cost and start working on getting what they need. Send letters to the city now about the issue. The new cemetery owners had a meeting with our residents. They discussed the berm, flat monuments, and landscaping. After some of the landscaping died, they told a resident that they would not be replacing it. Kim also mentioned that anyone who did their research knew that a cemetery was being built behind their homes. (Just like the proximity of Monarch Hill to the neighborhood.) It is now a reality since the tombstones are now visible to homeowners. Please write to the city commissioners about any issues or concerns. The Board cannot carry it all, we need a number of complaints reported. She also stated that Greg has made a great connection with Daniel. He will be attending the Rec Board meeting to talk about Monarch Hill, code enforcement amnesty, the sidewalk project, and other issues. Greg encouraged everyone to attend that meeting. Unfortunately, Deerfield Beach City meetings and our monthly meetings are held on the same day.

The Board is accepting bids and recommendations for a new lawncare company. Our contract with Compass will end soon. The Board thinks the lawncare is better with Compass, but we would like better service. If anyone would like to bid on the project they can attend our May meeting. One resident thought it would be great if there was discounted sprinkler service, also. They are currently getting bids from Matrix Landscaping but are open to others.

Greg and Victor walked through the community and have mapped out everything that needs to be fixed or replaced. These are the lamp posts located behind the homes. They are also considering solar lighting. Victor is a resident and licensed electrician. He may also join the Board!

One homeowner was concerned about the AT&T Project. Navon mentioned that they would pay for any damage to other company's cables or equipment.

Kim mentioned that there were some residents interested in joining the Board and they would be appointed soon. Chris said that there are other committees that we need help with. The Mediation Committee needs volunteers. Board members cannot be on that committee. It would be once a month, and it would be great to have a pool of volunteers to help.

Greg will be looking into arranging for the Monthly meetings to be available by Zoom. It would be convenient for those unable to attend the meetings in person.

Kim thanked those that attended the Special Meeting for the cable project. It was great to have the input from the attendees before making a final decision. Chris mentioned that we hoped to address everything at the monthly meetings, without having to call for a special meeting. Anything needing to be discussed must be on the monthly agenda. Other pressing issues may require a special meeting, and a news blast will be sent out. The Board encourages homeowners to attend those special meetings.



The Next Meeting will be held on Tuesday, May 6<sup>th</sup> at 7pm.  
Please contact the Board if you would like to add anything to the meeting's agenda.

## City of Deerfield Beach Meeting Monday, April 28 at 7pm Crystal Lake Golf Villas Clubhouse Ballroom

City Officials of Deerfield Beach are coming to The Crystal Lake Golf Villas Recreation Facility's Ballroom on Monday, April 28<sup>th</sup> for a public meeting from 7pm-9pm. The purpose of the meeting is to inform all residents within the Crystal Lake area of a drainage project that will begin shortly, along the entirety of NW 45<sup>th</sup> Street and how it will impact traffic during construction, as well as the benefits to the project. We anticipate residents from Green Road to Sample to be interested in attending this meeting. Additionally, members of our HOA will be knocking, door-to-door, to acquire signatures on a Traffic Calming Petition. We need to get a sidewalk on NW 18<sup>th</sup> Avenue and a traffic light on Green Road. Traffic calming applications are on the DFB website: [Traffic Calming Improvement Application](#) Please help us to help the community stay safe by signing this petition and by coming to the meeting on Monday, April 28<sup>th</sup> at 7pm, to listen to and speak with our City Officials at The Crystal Lake Golf Villas' Recreation Facility's Ballroom, 4791 NW 18<sup>th</sup> Avenue in Deerfield Beach, Florida 33064. For more details, visit our website at [www.CLGVRec.com](http://www.CLGVRec.com).



# PARKINGPASS REMINDER:

All neighborhood vehicles must be registered through the ParkingPass system to avoid being booted, even in your own driveway. As a homeowner, it is your responsibility to ensure that all vehicles associated with your household are properly registered.

Please review the following guidelines to prevent any issues:

1. **New Vehicles:** If you acquire a new vehicle, it must be registered in ParkingPass.
2. **License Plate Changes:** Since ParkingPass operates based on license plate numbers rather than decals, any changes to your license plate must be updated in the system.
3. **Accurate Information:** Ensure all details entered into ParkingPass are correct, as the association is not responsible for user errors.
4. **Current Documentation:** Any documents uploaded into ParkingPass must be up to date.
5. **Registered Residents:** Vehicles must belong to registered residents of the community.
6. **Guest Vehicles:** If a guest's vehicle will be parked in your driveway between 1:00 AM and 6:00 AM, it must be registered as a guest vehicle in ParkingPass.

(Any requests made after 7pm may not be approved until the next day.)

If your vehicle registration is declined for any reason, an email will be sent explaining the issue.

Please keep in mind that our community is owner-occupied, and while we are not a gated community, the ParkingPass system plays an important role in preventing unauthorized rentals and maintaining an accurate record of residents.

We are committed to keeping Crystal Lake Golf Villas, Phase II a safe and desirable place to live. Once you have successfully registered your vehicles, please adhere to the following parking regulations to avoid towing:

1. **Street Parking Restrictions:** No vehicles may be parked on the street between 1:00 AM and 6:00 AM—violators will be subject to towing.
2. **Unauthorized Parking:** Vehicles parked in another homeowner's driveway without written or electronic permission may be towed.
3. **Grass & Drain Parking:** Parking on grass or over storm drains is prohibited by the City of Deerfield Beach and could result in a ticketed violation, as well as towing.
4. **Improper Street Parking:** Vehicles parked in the street facing the wrong direction (a state violation) will be towed.

For a full list of parking regulations, please visit [my.parkingpass.com](http://my.parkingpass.com).

ParkingPass tutorials and other important information are available on our website: [www.clgvph2.com](http://www.clgvph2.com)

*Thank you for your cooperation in maintaining our community's integrity and safety.*



# BINGO NIGHT WINNERS

## FEBRUARY

**Come Join Us!**  
**Bingo is held on the**  
**third Thursday**  
**at 7pm.**



**FREE POPCORN ALWAYS!**



# BINGO NIGHT WINNERS

## March



Sally won twice!



FREE POPCORN ALWAYS!



## **Crystal Lake Golf Villas, Phase II**

### **Board of Directors**

**President:** Navon Wallace

**Vice President:** Hunter Greer

**Treasurer:** Chris Jones • **Secretary:** Kim Frazer

**Director:** Greg Murray

### **Administrative Assistant**

Pam Bojec

[clgv2office@gmail.com](mailto:clgv2office@gmail.com)

## **Crystal Lake Golf Villas, Phase II**

4791 NW 18<sup>th</sup> Avenue, Deerfield Beach, FL 33064

**Call or TEXT 954-488-1772**

[clgv2hoa@gmail.com](mailto:clgv2hoa@gmail.com)

## **Crystal Lake Golf Villas, Phase II Info**

**Website:** [www.clgvph2.com](http://www.clgvph2.com)

Information, Forms, Newsletters,  
Tutorials & Documents

### **Volunteers Needed**

[www.clgvph2.com](http://www.clgvph2.com) • **954-488-1772**

### **Bookkeeping Services**

Crystal Lake Golf Villas, Phase II  
**954-488-1772**

### **“The Villager” Newsletter**

Subscribe: [clgv2hoa@gmail.com](mailto:clgv2hoa@gmail.com)

### **Recreation Board Information:**

**954-588-1938**

[presidentclrec@gmail.com](mailto:presidentclrec@gmail.com)

[www.clgvrec.com](http://www.clgvrec.com)

Forms Available on Rec Board Website:

***Key Fob Appointments &***

***Guest Temporary Parking in Clubhouse Lot***

### **Join “Nextdoor” Community**

[www.nextdoor.com/join](http://www.nextdoor.com/join) Code: HSQJB

## **ParkingPass**

<https://my.parkingpass.com>

***Choose Resident Registration***

**Keyword: **GOLF****

Full Tutorial on [www.clgvph2.com](http://www.clgvph2.com)

## **No Go Booting**

[www.nogobooting.com](http://www.nogobooting.com)

Vehicle Boot Payment & Removal

**561-305-2954**

## **Accurate Tow Corp**

[atowcorp@gmail.com](mailto:atowcorp@gmail.com)

1540 NW 26<sup>th</sup> Street, Pompano Beach, FL 33060

**954-448-0733**

## **Compass Outdoor Solutions**

Lawn care

Mike Bollon • **(954) 448-2225**

[mike@compassoutdoorsolutions.com](mailto:mike@compassoutdoorsolutions.com)

## **Crystal Lake Golf Villas, Phase I**

*(The Neighboring Phase, Not Ours)*

**954-418-2170**

## **District 3 Commissioner**

Daniel Shanetsky **954-405-2324**

## **City of Deerfield Beach Information**

[www.deerfield-beach.com](http://www.deerfield-beach.com)

## **Broward County Information**

[www.broward.org](http://www.broward.org)

## **Broward Water & Wastewater**

**954-831-3250**

## **Comcast Cable Services**

Community Comcast Digital Starter Package

**1-800-XFINITY • 1-800-934-6489**



# CRYSTAL LAKE GOLF VILLAS, PHASE II MODIFICATION REQUEST

For Home, Driveway, Landscaping or Exterior Alterations

Please email to: [clqv2hoa@gmail.com](mailto:clqv2hoa@gmail.com)

or bring to the monthly HOA meeting for quicker approval.

You may also place request in the **PHASE II** MAIL SLOT inside the clubhouse hallway.

*Allow two weeks for approval or disapproval, please plan accordingly.*

Date Submitted: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Modification request in detail: (Roof modifications require a color swatch/sample.)

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**\*\*\*YOU MUST INCLUDE A SKETCHED DIAGRAM/PHOTO WITH YOUR REQUEST \*\*\***

**If another home has the same modification, please include a photo.**

Company Performing the Work: \_\_\_\_\_

Company Phone Number: \_\_\_\_\_

Start Date: \_\_\_\_\_ Completion Date\*: \_\_\_\_\_

*\*WORK MUST BE COMPLETED WITHIN 90 DAYS. IF NOT, A NEW APPROVAL WILL BE NEEDED.*

Does this work require a City Permit? Yes \_\_\_\_\_ No \_\_\_\_\_

APPROVED: Yes \_\_\_\_\_ No \_\_\_\_\_

IMPORTANT NOTES: \_\_\_\_\_

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Approved By \_\_\_\_\_ Date \_\_\_\_\_

Approved By \_\_\_\_\_ Date \_\_\_\_\_

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED AND WILL BE RETURNED TO YOU.**

• A homeowner shall not make any additions, structural changes, or modifications of any kind to the exterior of the home, grounds, walkway, or driveway adjacent to the house. This includes platforms, railings, air conditioners, slabs, walks, fences, hedges or any other improvements or conversions, without prior written approval of the Association. •

Planting the following trees or plants is prohibited:

Ficus, Australian Pine, Century Plant, Oleander, Cactus, Schefflera, Melaleuca, Brazilian Pepper.

**Crystal Lake Golf Villa Association II, Inc.**

4791 NW 18<sup>th</sup> Avenue, Deerfield Beach, FL 33064 • 954-488-1772

[clqv2hoa@gmail.com](mailto:clqv2hoa@gmail.com) • [www.clqvph2.com](http://www.clqvph2.com)

Revised 09/2022

## **MODIFICATIONS, ENCROACHMENTS, VIOLATIONS**

- 1. A homeowner shall not make any additions, structural changes or modifications of any kind to the exterior of his home or to the ground, walkway or driveway adjacent to his house, including platforms, railings, air conditioners, slabs, walks, fences, hedges or any other improvements or conversions, without prior written approval of the Association.**
- 2. Any request for such alteration(s) must be submitted in advance in writing together with a sketch or plan to the Violations Committee acting for the Board. Safe, sound and fireproof materials are to be used. The alterations must comply with the South Florida Building Code. When necessary a permit must also be obtained from the City of Deerfield Beach by the owner.**
- 3. The Board will issue such approval in writing if not in violation of the Documents and after considering the effect of such alteration(s) on other homeowners and the overall appearance of the community.**
- 4. Any approval for alterations shall indicate a completion date. If the alteration is not completed by the specified time, the approval is null and void, unless an extension is obtained from the Board.**
- 5. The maintenance of all alterations is the responsibility of the homeowner.**
- 6. Where the homeowner does not submit such written request and does not receive such written approval from the Board, but makes such alteration, the Board in its discretion may fine the homeowner and direct the homeowner to remove such alteration and restore the property to an acceptable condition at the homeowner's expense.**
- 7. The Documents provide for the Association summarily to remove any violations or institute legal proceedings, and charge any expense involved in doing so to the homeowner, as well as place a lien upon the house.**
- 8. Widening of driveways from one car width to a total of 17 feet is permissible. Extension must be made toward the front entrance of the house and must consist of a surface of uniform color over properly compacted base course. Details regarding material and drainage shall conform to City of Deerfield Beach Code and proper permits must be acquired, in addition to permission from the Association. Driveways must be kept in good repair and re-surfaced when needed.**
- 9. Rain gutters and downspouts must be of standard white and the downspout located so as to discharge away from the neighbor's property.**
- 10. Painting and personalizing of exterior doors, shutters and garage doors is permissible. It shall be the responsibility of the individual homeowner to maintain same. General maintenance painting will cover only standard colors as chosen by the Board. Prior written approval of the Board must be obtained for any painting changes. Painting of walls inside enclosed front entrances, screened atriums and porches facing the street must conform to the color of the house.**