

APPLICATION FOR MODIFICATION

Note: This form must be completed and returned prior to commencing any work. Incomplete Forms will be returned. Documentation submitted for review becomes the property of Waterfall POA.

Name:		Date:	
Address:		Home Phone:	
City/State/Zip:		Office Phone:	
		Fee Enclosed	Waived

Please provide the ARC with all the information necessary to evaluate your request thoroughly and quickly. Requests must include, without limitation, the following information: site plan (including all dimensions), color chips (if applicable), detailed description of the request, list of materials, pictures, brochures (if applicable), and any other information as specifically required below or as required by the Architectural Design Guidelines for Waterfall POA.

MINOR MODIFICATION

Description of modification (be sure to review relevant guideline(s) before submission):

MODERATE MODIFICATION

<input type="checkbox"/> Deck	<input type="checkbox"/> Screened Porch	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Fence
<input type="checkbox"/> Dock	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Other	

See next page for details of Moderate Modification

Description of Moderate Improvement or Modification Requested (attach separate sheets if necessary):			
Estimated Start Date:			Completion Date:

Please refer to the guidelines for required information to be included with this form – Incomplete forms, including missing information will be returned without review.

I understand and agree that no work on this request shall commence until written approval of the Waterfall ACC has been received by me. I represent and warrant that the requested improvements and/or modifications strictly conform to the Community Design Guidelines and that these changes shall be made in strict conformance to those guidelines. I understand that I am responsible with all city, county and state regulations.

Permission is hereby granted for members of the ACC and appropriate Waterfall Property Owners Association representatives to enter the property to make reasonable observation and inspection of the requested modification and completed project.

Neither Waterfall Property Owners Association, the Board of Directors, the ACC nor their respective members, officers, successors, assigns, agents, representatives or employees shall be liable for damages or otherwise to anyone requesting approval of an architectural alteration by reason of mistake in judgement, negligence or non-feasance arising out of an action with respect to any submission. The architectural review is directed toward review and approval of site planning, appearance and aesthetics. None of the foregoing assumes any responsibility regarding design or construction, including, without limitation, the structural integrity, mechanical or electrical design, methods of construction, or technical suitability of materials. I hereby release and covenant not to sue all of the foregoing from/for any claims or damages regarding this request or the approval or denial thereof.

I have discussed the proposed “Moderate” modification with my neighbors located at: _____

_____ **who will be directly impacted by the proposed modification.**

Homeowner Signature: _____ **Date:** _____

Please allow a maximum of 30 days for a modification review. If modification is started prior to approval, fees will be tripled.

Submit Application to:
Richard Borck, General Manager
WFPOA.GM@gmail.com

FOR ARC USE ONLY:

Date Received _____

☐ Approved ☐ Denied

By (ARC Chair) _____ Date: _____

Conditions:

- ☐ This approval is valid until _____. If the project has not been completed by then, then the homeowner must resubmit the request.

Final Inspection Date _____

- ☐ Approved
☐ Rejected*
☐ By (ACC/Property Manager)

*If rejected, please attach separate sheet explaining reason, corrective action required, and completion date.