

ONLY APPLICATIONS SUBMITTED BY THE UNIT OWNER WILL BE ACCEPTED. OTHER REPRESENTATIVES OR CONTRACTORS WILL BE REJECTED

Architectural / Landscaping Application

EMAILS AND FAXES WILL NOT BE ACCEPTED. PLEASE MAIL OR DELIVER THIS FORM TO:

The Village at Lake Pine, II, HOA, Inc., 1325 S.W. 120th Way, Davie, FL 33325.

This form may also be given to the Property Manager during business hours Monday – Friday from 8 am until Noon*

Article X of the Association Governing Documents, conveys the authority to review, approve, or deny permission to homeowners making changes to the exterior appearance of their unit. This includes but is not limited to landscaping, screen enclosures, windows, doors, shutters, trellis shields, satellites, cameras, and anything that is attached to and/or penetrates any part of the building, including railings. All architectural /Landscaping changes to your property require written approval via this request form.

- **Owners that contract any work to be performed must attach to this form the contractors current business license and a certificate of Liability Insurance and name The Village At Lake Pine II, HOA as the certified holder.**
- **Windows, doors and slider modifications: THE CONTRACTOR MUST PRINT ALL PAGES OF THE MIAMI DADE or DBPR DOCUMENTATION AND BE ATTACHED TO THIS FORM before approval for modification is granted. Emails or faxes will not be accepted as printing of all attachments is costly for The HOA. Only completed forms delivered to office are accepted.**
- **Attach to form any required samples, drawings, or color of material or modifications.**
- **Work may not proceed until this request has been approved in writing. The Approval process can take up to 30 days after all required information is provided.**
- **Upon the completion of approved work, the homeowner shall give written notice of completion to Property Manager for inspection and compliance.**

UNIT OWNER: _____ ADDRESS _____ UNIT # _____

MAILING ADDRESS (IF DIFFERENT) _____

HOME PHONE # _____ CELL PHONE# _____ BUSINESS PHONE _____

DESCRIBE IN DETAIL, THE LOCATION, CHANGES, COLORS, MODIFICATIONS, AND LANDSCAPING REQUESTED.

Please use back of sheet or additional pages to provide additional information

1. Alterations/additions/landscaping shall not cause a nuisance, damage, interfere, or obstruct any easement or common area or adjoining property. Any structural/ landscaping damage to common property must be corrected at owner's expense. Owners initials _____
2. All installations/alterations must be properly constructed, insured, permit/inspected and maintained at unit owner's expense. THE TOWN OF DAVIE MAY REQUIRE PERMITS. It is the unit owner's responsibility to secure all permits. Owners initials _____
3. Unit owner is responsible for maintaining all modifications/landscaping in good condition. Owners initials _____
4. The unit owner is responsible for removing their screen enclosure for the Association to properly maintain/repair/replace the fences, shingles and masonry surfaces. Owners initials _____
5. Unit owner indemnifies and agrees to hold the Homeowners Association, its Directors and Officers, its Property Manager, and other unit owners harmless from any and all claims, losses, damages, injuries, suits, and/or cost resulting from such modification and installation. Owners initials _____
6. Approved request made for architectural modification/beautification to be completed within ninety (90 days) or a new architectural request form must be submitted. Owners initials _____

I have read, understand and agree to the provisions provided above and all provisions included within Article X of the Declaration and Covenants of The Village At Lake Pine II, HOA, Inc. Furthermore, I understand that any Additions/alterations or Landscaping made without prior written approval are subject to correction or removal at my expense.

Owner's Signature: _____ **Date** _____

Must be reviewed and signed by two Architectural Committee Members

SIGNED #1 _____ SIGNED #2 _____

APPROVED _____ DISAPPROVED _____ PENDING _____ DATE _____