



2300 S.W. 17th Circle, Deerfield Beach, Florida 33442 954-426-3503

Architectural Change Request

Lot # _____

Date _____

Applicant Name: _____

Applicant Address: _____

Phone: _____ Application Date: ____/____/____

I (we) as owner(s) of the above lot at The Meadows of Crystal Lake do request permission from the entire HOA Board of Directors to make the following changes and/or additions. *Detail exactly the changes/additions you are requesting. **MUST Attach: (1) Contractor Liability Insurance Certificate (2) Construction blue prints, diagram or** (Simple layout on page 3) **with EXACT location, size and depth specifications***

Name of Contractor: _____

Address of Contractor: _____

Telephone Number of Contractor :(_____) _____ Contact Name: _____

CONTRACTOR TO CHECK IN AT OFFICE PRIOR TO STARTING JOB
It is fully understood that approval by the Board of Directors is subject to certain conditions which I (we) agree to accept and abide by in the event I (we) make the above mentioned changes and/or additions: These changes must be completed within _____ days, after approval otherwise any approval; will be NULL and VOID and a new application must be filed. NOTE: These changes must be covered by an Owner Provided Certificate of Liability Insurance & Workers Compensation.

Approved by Board of Directors Meeting Date: _____

Denied by Board of Directors Meeting Date: _____

Inspection after Completion Date: ____/____/____ Inspected By: _____

REMARKS: _____

Committee Representative Signature

Board Vote Date _____

Board of Directors Signature

In the event this application is approved, I (we) agree to and will sign the attached "Waiver of Responsibility" for this improvement

LOT# _____ Date: ____/____/____ _____

Home site Owner Signature



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Waiver of Responsibility

I (we) hereby request that the Meadows of Crystal Lake HOA, Board of Directors grant permission to effect the architectural changes and / or plantings requested on page one (1) of this request application document. Upon approval I (we) agree to perform the work exactly as defined above and on any additional plans that were submitted to, and approved by the Board of Directors at an HOA Board Meeting,

I recognize and understand that it is best practice to request a copy of the insurance coverage from my contractor. It would be prudent to attach that insurance documentation with this form

Further I (we) agree to indemnify and hold harmless The Meadows of Crystal Lake (HOA), The Meadows of Crystal Lake Board of Directors and / or employees for any damage that may occur by my contractor and / or any delivery companies as they provide services in or around my residence.

I (we) further agree to reimburse the Meadows of Crystal Lake (HOA) for any costs should my contractor(s) or their employees and / or sub-contractors damage any area of the Meadows of Crystal Lake deemed "common" which may include, but is not limited to: walkways, sidewalks, slabs, pavers, house paint, garage door & paint, entry door & paint service door & paint, driveway & paint, grass, shrubbery and landscape plantings, irrigation system, utility boxes, cable, telephone or electric lines.

Upon completion the homeowner(s) agree to be solely responsible for ongoing care, repair and maintenance of approved changes found on this request. Further, this agreement passes on to subsequent purchasers and we understand we are responsible to provide a copy of this request to the new owners.

For plantings **inside** the five foot zone abutting the homesite we the undersigned agree all irrigation, fertilization, pesticide, trimming is our sole responsibility and will be maintained in accordance with the community standards and rules. Further, we agree this clause passes to subsequent purchasers and we understand we are responsible to provide a copy of this request to the new owners.

For plantings **outside** the five foot zone abutting the homesite we the undersigned agree those items become the property of the Meadows of Crystal Lake (HOA).

LOT# _____ Date: ____/____/____ _____
Home site Owner(1) Signature

LOT# _____ Date: ____/____/____ _____
Home site Owner(2) Signature

LOT# _____ Date: ____/____/____ _____
Home site Owner(3) Signature



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Simple Diagram

