

Pre-Approval Exterior Improvement Permit Application

Leisure Time RV Park Architectural Committee

It is the responsibility of the owners of Leisure Time RV Park Subdivision to follow the CC&Rs of the Subdivision. This Application must be submitted PRIOR to making any changes or additions to your property. No work should begin on your improvement without a permit. The ENTIRE APPLICATION MUST BE RETURNED TO THE ARCHITECTURAL COMMITTEE.

DATE SUBMITTED: _____

NAME: _____ (Please Print) LOT NUMBER: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ CELL PHONE: _____

EMAIL ADDRESS: _____

DESCRIPTION OF PROJECT: (check which items apply)

- Park Model Installation
 - Fence
 - Perimeter Fence
 - RV Installation
 - Water Hookups
 - Landscaping
 - Patio only
 - Storage Shed
 - Portable Awnings
- CITY PERMIT NEEDED FOR: Decks _____ Covered Patios _____ Room Additions _____ Permanent Awnings _____

CITY PERMIT # _____ ISSUE DATE _____

Overall length: _____ Overall width: _____ Height: _____

Distance from property line: Front _____ Back _____ Left Side _____ Right Side _____

Color: _____ Material to be used: _____

Attachments needed: (may be drawing)

Attach 8x10 drawing of project.

Elevation diagram showing dimensions Lot Plat showing location of structures Drawing Photo

Copy of City Permit (if applies)

INSTRUCTIONS: Submit this form and applicable attachments to the Architectural Committee PRIOR to beginning of your project. Submission will be reviewed within 10 days unless special circumstances apply, as determined by the committee. You will be notified, after the committee review, of the status of your application.

I have read and understand the rules and conditions of this permit. I understand all Improvements must follow all CC & Rs and Amendments of Leisure Time RV Park HOA.

Lot Owner Signature: _____ Date: _____

Committee approval to Commence Project: _____ Date: _____

Final Approval (upon properly completed project): _____ Date: _____



PARK MODEL INSTALLATION: No PARK MODEL shall be placed nearer than ten (10) feet to the front, or street side of the lot, or five (5) feet to the rear lot line or any side lot line. Corner lot setback shall be ten (10) feet from any lot line which faces a street. It must be set up according to manufacturer's specifications.

BEFORE INSTALLING OR REPLACING WATERLINES, THE MAIN WATER LINE MUST BE TURNED OFF: You must contact Caretaker for assistance. Water hookups must be buried at a depth equal to the existing waterline. Waterline must contain a **shut-off valve** and a drain valve located outside the Park Model Skirting. Valves must be made of **Brass or Commercial Grade Plastic**. Waterline must also be insulated and be wrapped with **Heat Tape**.
Complete Pre-Approval Application.

REPLACEMENT OR REMOVAL OF WATER HYDRANT: When replacing or removing any water hookup, the original frost-free hydrant is the property of LEISURE TIME R.V. PARK H.O.A. and must be returned to the Association.

SEWER HOOK-UPS: Sewer Hook-ups must be buried from inside Park Model Skirting to the existing sewer line. Water and Sewer Installations must be inspected by Architectural Committee Chairman **BEFORE** trenches are back-filled.

DECKS, ROOMS and AWNINGS: **Complete Pre-Approval Application.** Approval of this project cannot happen without a copy of the **city, county or state permits** that are required. A **layout and diagram** of the lot and project is required. **No permanent** structure shall be placed nearer than ten (10) feet to the front, or street side of the lot, or five (5) feet to the rear lot line or any side lot line. Corner Lot shall be ten (10) feet from any lot line that faces a street. **Any structure in the setback area that is not temporary will be removed if repair work is required on utilities. This expense shall be borne by the Lot Owner.**

STORAGE SHEDS: If you are purchasing a pre-built shed, you must have approval prior to bringing shed into park. The Shed height is not to exceed **9 ½ feet** from base to roof peak. Size of shed can be no larger than **100 square feet** inside dimension. The shed shall be placed on the back half of the lot.

FENCES: All fences must be limited to a four foot (4 ft.) or less height and constructed from wood or vinyl material. Fences must be constructed to manufacturer specifications and must be well-maintained and in keeping with the aesthetics of the surrounding lots and property within the subdivision. Complete a Pre-Approval Application. All fencing, design and materials shall be approved in advance by Architectural Committee Chairman.

SUBDIVISION PERIMETER FENCING: Maintenance, repair or replacement of PERIMETER FENCING is the responsibility of each lot owner. Refer to Common Area Rules & Regulations. Complete a Pre-Approval Application and receive Architectural Committee Chairman approval in advance.

OTHER IMPORTANT INFORMATION:

- All approved permits are valid for one hundred twenty (120) days from the approval date noted on the application. If project is not completed within this permit time, a new permit must be applied for within seven (7) days to continue the project.
- Any and all building lots must have an approved permit before any type of construction is started. If you are required to obtain a city, county or state permit, a copy of that permit must accompany your request for permission to start construction.
- Any non-compliance of the conditions of any permit approval must be brought into compliance at the expense of the owner. Rules of enforcement are given in the CC&Rs, and will be used to bring non-compliance of permits into compliance.
- By signing the Application for Pre-Approval of Exterior Improvements, you acknowledge the understanding and conditions set forth in the CC&Rs (and Common Area Rules & Regulations regarding Perimeter Fencing) concerning the improvements you seek, and agree to be in compliance of the rules and regulations concerning such application.