



Villas at Meadow Lakes Condominium Association INC.

1260 S. Military Trail Suite VMC - Deerfield Beach/FL - 33442

Email: contact@villasml.com | Office: (954) 394-5918

Office: (954) 427-2001

Architectural Modification Application

Application Check list:

- ___ 1. ARC Application detailing work being done. Please be detailed when describing your project.
- ___ 2. Business License of Contractor(s)
- ___ 3. Certificate of Insurance (COI) and workers Comp (if applicable) from Contractor(s).
- ___ 4. Permit from the city / County (Submitted Prior to commencement of work)
- ___ 5. Schematic or technical drawing of the work being done.
 - * Dimensions of the project (sizes and so forth as appropriate)
 - * Type of Material being used
 and associated product certifications or ratings
 - * Color of materials being used as applicable (windows/ shutters/ doors / screens, etc.)
- ___ 6. Indicate if landscaping will be impacted or damaged during the scope of the work.
 - o Any damaged landscaping or surrounding areas must be replaced upon completion of the project.
- ___ 7. Product picture must be submitted with the application for Windows, doors, shutters, screens or other materials that would be visible from the exterior of the building.

Under Certificate Holder on the COI and Workers Comp, please be sure they input the following:

Villas at Meadowlakes Condo Assoc.
 C/O Florida Skyline Management
 Florida Skyline Management
 Attn: ARB
 1260 S Military Trail Deerfield Beach, FL 33442





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Name of Applicant(s): _____ & _____

Unit Number: _____

Mailing address if different than property:

Phone: _____ Secondary phone: _____

Email: _____

In accordance with the requirements of the Declaration of the Villas of Meadowlakes Condominium Association's architectural guidelines; approval is hereby requested for the following modification(s), addition(s), and or alteration(s) as described below an on all attached pages:

(Give a detailed description below):

I (we), _____, understand and will comply with the following:

- a. Complete all items and sign where indicated.
- b. Any damages to the common areas by the owner / owner's vendor will be the responsibility of the owner.
- c. The applicant / owner is responsible for obtaining all necessary permits form the appropriate building / zoning department and for supplying the Association with copies before work commences.
- d. The applicant / owner will submit plans and specification showing eh dimensions, materials, color, design, and location of the modifications.
- e. The applicate / owner assumes all responsibility for all infringement on, or interference with existing utilities and easements on the property.





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f. Any construction work that requires tool/equipment to be taken in the elevator requires 48 hours' notice so that the elevator pads can be installed. Walkways and lobby must be cleaned of any construction dust or debris by the contractor daily. Paper covering of the walk surface daily is acceptable provided it does not create a trip hazard.

g. Construction activities as it relates to noise may only occur during the hours of 9:00AM to 6:00PM

Is this a re-submittal: YES: _____ NO: _____

Expected Date of commencement: _____ Expected Date of completion: _____

The Board or Architectural Committee shall approve or disapprove the request within (30) thirty days from receipt for all requested submission plans and materials. In the event the Board or Architectural Committee fails to approve or disapprove an application in writing within (30) days of receipt, unless an application is specifically deferred, the application shall automatically be deemed disapproved.

Owner's Signature: _____

Your Request has been:

Rejected Incomplete: _____ By: _____ Date: _____

Comments: _____

Conditionally Approved: _____ By: _____ Date: _____

Comments: _____

Disapproved: _____ By: _____ Date: _____

Comments: _____

APPROVED: _____ By: _____ Date: _____

Association Signatures: _____ Date: _____

Association Title: _____

