

REQUEST FOR ALTERATION REVIEW  
MILL CREEK HOMEOWNERS ASSOCIATION, INC.

Please Complete The Following

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Lot number \_\_\_\_\_  
Telephone Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

- Directions:
1. Fill in requested information
  2. Attach required checks
  3. Attach required certificates
  4. Sign required forms and return to  
GRS Management Assoc., Inc.  
3900 Woodlake Blvd. Suite 309  
Lake Worth, FL 33463  
(561) 641-8554

A. Brief Description: In the space below or on an attached page, give a description of the alteration, improvement, addition or other change you would like to make to the exterior of your home (to avoid delays, be as specific as possible). Please include such details as dimensions, materials, color(s), design, location and other pertinent data.

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B. Please attach the following items to this application:

- \_\_\_\_ Survey of lot showing the location of the improvement
- \_\_\_\_ Plans, elevations, or detailed sketches
- \_\_\_\_ Paint color chip (if required)
- \_\_\_\_ Copy of sub-contractor's license
- \_\_\_\_ Copy of sub-contractor's insurance certificate to include general liability and workers compensation
- \_\_\_\_ If you are installing a pool, room addition, concrete patio addition or any paver related modification such as a driveway or patio, or any major landscaping modification that requires the use of construction equipment that could result in damages to existing landscaping, irrigation systems, drainage slopes, sidewalks, curbs, or common areas, a \$2000.00 security deposit is required. Make the check payable to Mill Creek Homeowners Association. This check will be deposited in the Mill Creek Homeowners Association deposit account. Proper permits must be provided.

MILL CREEK HOMEOWNERS ASSOCIATION, INC.  
HOMEOWNER'S AFFIDAVIT

I have read, understand, and agree to abide by the Covenants and Restrictions of the Association. In return for approval, I agree to be responsible for the following:

- All losses caused to others, including common areas, as a result of this undertaking, whether caused by me or others;
- To comply with all state and local building codes;
- Any encroachment(s);
- To comply with the conditions of acceptance (if any);
- To complete the project according to the approved plans. If the modification is not completed as approved, said approval will be revoked and the modification shall be removed by the owner at the owner's expense.
- Applicant further acknowledges that drainage swales have been designed and established between homes (side yard) to carry storm water off the lot and to maintain positive drainage away from home. The Association and/or developer shall not be responsible for any effect that any proposed landscaping installation may have on drainage. The applicant shall be responsible for all associated costs.
- The Homeowner is responsible for any costs associated with irrigation modifications as a result of this alteration. Modifications required are at the Homeowner's expense.
- Homeowner assumes maintenance responsibility for any new landscaping.
- The homeowner is responsible for ensuring that all areas affected by the project construction (i.e. landscaping, irrigation, common areas, etc.) are restored to their original condition. The homeowner will be notified of any deficiencies in writing and will be asked to correct any damages. Failing that, the homeowner is responsible for all costs necessary for the Mill Creek Homeowner's Association to properly restore the area.

I also understand that the Board of Directors and/or the Management Company does not review and assumes no responsibility for the structural adequacy, capacity or safety features of the proposed construction, alteration or addition; or for performance, workmanship, or quality of work of any contractor or of the completed alteration or description.

I agree to abide by the decision of the Board of Directors and/or the Management Company. If the modification is not completed as approved with the specifications submitted in this application and I refuse to correct or remove the modification, I may be subject to court action by the Association. In such event, I shall be responsible for all reasonable attorneys' fees.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_ Do Not Write Below this Line \_\_\_\_\_

\_\_\_\_\_ Approved by the Board of Directors and/or the Management Company

\_\_\_\_\_ Approved, subject to the following conditions:

\_\_\_\_\_ Deferred, due to the following missing information:

\_\_\_\_\_ Denied, not approved for the following reason:

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Signature of a Board Member and/or the Management Company

Date: \_\_\_\_\_