



VALENTINE LAKE ESTATES ALTERATIONS & ADDITIONS APPLICATION

Homeowner: _____

Address: _____ Home Phone: _____

Email: _____ Cell /Work Phone: _____

Description of Alteration and/or Addition:

Supplier: _____ Approximate Cost: _____

Permit Required: Yes _____ No _____

Attached:

- Three copies of Alterations & Additions Application (one to be returned to homeowner)
- Three copies of drawings; chosen color samples; brochure of chosen style; etc.

Other Comments: _____

As of the approved date of this form, I accept full responsibility for the altered area and agree to maintain it in a safe and presentable condition.

Homeowner Signature _____

Date : _____

Printed Name _____

.....
FOR ASSOCIATION USE ONLY

Received By: _____

Date: _____

VLE Board Member Approval: _____

Date _____

OR Not Approved: _____

Date _____

Explanation: _____

Returned to homeowner by: _____

Date _____



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Purpose:

Any changes to the exterior of your home- for an example roofing, siding, windows, trim color, front and side doors, shutters, basketball hoops, swing sets, driveways, any brick pavers, fences, flag poles, changed mailbox style, etc. requires the approval of the Valentine Lake Estate Board Member. If you are not sure whether a form is needed, please contact a member of the Board.

Monitoring the exterior changes to our houses will continue a neighborhood consistency, cohesiveness and quality, and help to maintain overall market values of our homes.

Requirements

The following items must be included with your application: Three (3) copies of the Alterations and Additions Application, three (3) copies of drawings samples, brochure pages, showing the additions or improvements compared to existing structures. Any improvements near property lines should include a copy of the plat of survey, with the alterations marked on it. In order for the approval time to be as expedient as possible, please include brochures, samples of product to be installed, color choice and anything else you might find helpful.

Signatures

Once you have assembled your request for the changes, please drop off the application to a Board Member.

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|---------------------------------|---------------------|--------------|
| Claus Dunkelberg, President | 25427 Robin Court | 847-526-2917 |
| Todd Baeten, Treasurer | 25434 W. Robin Ct. | 847-769-7141 |
| Mike Kordecki, Secretary | 25381 Timothy Trail | 847-609-1345 |
| Jeff Perry, Member at Large 2 | 5439 W. Robin Ct. | 847-366-4392 |
| Tom Kwasiborski, Vice President | 25345 Timothy Trail | 847-508-7597 |

Timing

Please plan ahead. If all required documentation is included, we will try our best to get the application approved in an expedient manner.