



## NEW POOL CONSTRUCTION APPROVAL REQUEST

*NO WORK SHALL BEGIN PRIOR TO WRITTEN APPROVAL FROM  
ARCHITECTURAL MODIFICATION COMMITTEE (AMC)*

From: (Owner's Name) \_\_\_\_\_ Lot # \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### ALL DOCUMENTATION MUST BE PROVIDED WITH THE APPROVAL REQUEST

I am agreeing to comply with each of the following and to provide appropriate documentation by initialing in front of each line item:

- \_\_\_\_\_ 1. Application form: A completed New Pool Construction Approval Request
- \_\_\_\_\_ 2. Full size boundary survey showing pool specs and fencing and/ or screen enclosure.
- \_\_\_\_\_ 3. Full size pool specs showing fence and/ or screen enclosure.
- \_\_\_\_\_ 4. Specifications- Detailed description of materials to be used and color samples must be submitted.
- \_\_\_\_\_ 5. Copies of pool, fence and screen enclosure contractor insurance and license.
- \_\_\_\_\_ 6. Letter from HOA's contracted irrigation company, obtained at owners' expense, identifying sprinklers and showing that they have been capped off appropriately prior to any digging or tree removal.
- \_\_\_\_\_ 7. Vegetation inventory and action plan including: Existing vegetation, vegetation to be removed, vegetation to be relocated, new vegetation planned
- \_\_\_\_\_ 8. To comply with all state, county and city building codes to obtain necessary permits as applicable.
- \_\_\_\_\_ 9. As acquired, copies of county approvals for pools, fences, and/or screen enclosures must be received by AMC.
- \_\_\_\_\_ 10. That I am responsible to pay for any repair and all damage done to the common areas as a result of the installation.
- \_\_\_\_\_ 11. To abide by the decision of the AMC and the Board of Directors.
- \_\_\_\_\_ 12. That if the modification is not approved or does not comply, I/we may be subjected to court action by the HOA and that I/we shall be responsible for all reasonable attorney fees.
- \_\_\_\_\_ 13. If the HOA incurs an expense while considering the application with an outside professional (i.e., a licensed architect), the applicant will be responsible for said fee.
- \_\_\_\_\_ 14. If installing a screen enclosure, it must be mansard. No flat or sloped screen enclosures allowed. Must submit color sample and material type being used. All dimensions must be clearly shown on full size pool specs.



\_\_\_\_\_ 15. If installing fencing to enclose pool, must submit a separate Fence Modification Review Form.

\_\_\_\_\_ 16. Design document changes: During the construction process the homeowner must submit any proposed changes to the AMC for review prior to deviating from the plans approved by the AMC. A letter, supported by additional documentation as required, must be submitted to the AMC. Any deviations require prior AMC written approval. Approved changes, must be noted on the master design document and initial by both the Contractor and the AMC. Failure to comply may result in the requirement of removal at the Homeowners' expense.

\_\_\_\_\_ 17. Upon completion, a letter must be obtained, at owners' expense, from the HOA's contracted irrigation company stating that irrigation system has been re-checked and is in working order.

**A \$1,000 deposit must be submitted with this application for possible damage to common areas, irrigation system, streets, sidewalks, swales, and / or lake erosion caused by contractor(s). Upon the completion of all construction and reconstruction of landscaping, the AMC will conduct a formal walk through and only upon the determination of no damages or outstanding issues, will the \$1,000 deposit be returned.**

The Architectural Modification Committee will have 30 days after submittal of all necessary documents to approve or disapprove request. Please note that this process may require an on-site inspection and review by AMC member prior to approval.

_____	_____	Date work will begin: _____
Owner Signature	Date	Date work will finish: _____

Submit/mail completed form to: Gateway Gardens HOA office  
**\*\*\*\* Please allow up to 30 days from submittal for approval. \*\*\*\***

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

_____	_____	_____	_____
Approved by	Date	Denied by	Date

Comments:

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Revised: May 2019