

# Waterford Master Owners Assoc. Inc. - ACC Variance Request Form

4/26/22

Tract \_\_\_\_\_ Lot # \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Homeowner / Member: \_\_\_\_\_

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

Phone # \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Contractor/Vendor: \_\_\_\_\_ Phone # \_\_\_\_\_

## REQUEST TYPE:

WILL THIS REQUEST CHANGE THE FOOTPRINT OF YOUR EXISTING HOME? YES \_\_\_ NO \_\_\_

- Hurricane Protection
- Remodel Home Exterior
- Gutters or Downspouts
- Home Addition
- New Roof – Is sample available? Yes \_\_\_ **Must place sample tile next to garage door for ACC review.**
- Exterior Painting – **Must attach paint chips (house and trim) with LRV number. Attached: \_\_\_ yes**
- Other: \_\_\_\_\_
- Satellite Dish
- Add Drains to Lake
- Screen Entry
- Irrigation – relocate or replace
- Add or change landscaping (if diseased trees removed, stump must be ground & chips removed)
- LP tank or Pool Heater

## STATEMENT OF VARIATION REQUEST:

Homeowner/Member Signature: \_\_\_\_\_

(All variance request forms require *owner* signature)

*Note: The homeowner is responsible and liable for any damage to any adjacent areas, including common areas such as sidewalks, curbing, roads, lawn, and landscape fronting their property.*

## PROCEDURE:

- If the home is in a sub-association, first submit the request to your ACC representative, who will forward the request to WMOA.
- Otherwise, submit the request directly to WMOA with any drawings or sketches for the proposed changes.
- Indicate Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Master Declarations require ACC to act on requests within thirty (30) days of receipt. The 30 days begins on the date received by the ACC, and not the submission date. *ACC meets on the first Wednesday of each month @ 10:00 am at the Sports Club.*

Homeowner assumes full responsibility for all liability or any damage during installation and maintenance of the proposed request. *Sub-association and WMOA do not assume any responsibilities.*

All work is subject to final inspection by the Sub-Association, if applicable, and WMOA ACC and must be in strict compliance with this Variance Request. Deviations not approved will not be accepted.

VARIANCE REQUEST # \_\_\_\_\_ DATE RECEIVED BY ACC \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Sub Association, if applicable

\_\_\_\_\_  
ACC Chair – Sub Association

\_\_\_\_\_  
Date



\_\_\_\_\_  
ACC Chair – WMOA

\_\_\_\_\_  
Date

Work must be completed by: \_\_\_\_\_  
Date

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**DENIED:**

\_\_\_\_\_  
Sub Association, if applicable

\_\_\_\_\_  
ACC Chair – Sub Association

\_\_\_\_\_  
Date

\_\_\_\_\_  
ACC Chair – WMOA

\_\_\_\_\_  
Date

Reason for Denial: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Note: If a request has been denied, it is necessary to resubmit a new Variance Request for approval.**

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