



Victoria Palms Resort

Site Modification Form

Please complete this form if you wish to modify your site, change the physical appearance of your home or for any general remodeling/construction on your site. Please do not begin work before receiving management approval.

Name _____ Date: _____

Site # _____ Phone # _____ Email: _____

Please give a brief description of the type of work you would like to perform:

For all construction, add-ons or changes to the physical site, please attach a separate drawing of the modification that you would like to complete. Please include measurements of your modification and your site, including property lines. A minimum of 5 feet distance of clearance from your site's property line is required. Please contact us if you need your property lines marked off by maintenance staff.

***For exterior paint modifications, please include a paint sample in lieu of a drawing.**

Please be advised, residents are liable for any damages or losses caused during the course of their projects. We highly recommend using licensed, bonded and insured contractors that are registered with the city, county or state.

For any projects that require digging near utilities, please schedule this work to be done during business hours only.

All debris generated by site modifications must be removed from the park within 24 hours. Please consider this carefully when planning your project.

No modifications are allowed to park equipment or property including, but not limited to, electrical posts, curbs or primary plumbing connections. Please contact the maintenance staff if you need further clarification.

Manager Signature _____

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Approved

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Not approved