



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 as this could result in your project being halted or cancelled at your expense.

Name _____ Date: _____ Site # _____

Phone # _____ Email: _____ Contractor Name: _____

Project Begin date _____ Project End Date _____

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.

*******IMPORTANT STIPULATIONS FOR SITE MODIFICATIONS*******

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, laying of concrete or shed installation on existing grass, please call 811 at least 48 hours in advance to have the utilities on your site marked off. This is a free service provided by the state. Please schedule your 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.

Maintenance Signature _____ Approved _____ Not Approved _____
Manager Signature _____ Approved _____ Not Approved _____