

**THE ESTATES AT BAXTER POINTE - PROJECT REQUEST/APPROVAL FORM 2020**

(Request for Trustee's/Director's approval as required by Declaration)

**THIS FORM MUST ACCOMPANY ALL REQUESTS**

Owner(s) full names: \_\_\_\_\_ Phone: \_\_\_\_\_

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

This request is for: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

For consideration, all submissions must include the following information:

- ( ) Type of material to be used
- ( ) Actual scale drawing with specifications/dimensions
- ( ) Stake survey or mortgage inspection report showing the project in relation to the home
- ( ) An accurate description of the proposed project (pictures and drawings are helpful)

1. Please read your Declaration of Trusts, Covenants, Conditions and Restrictions. (See enclosed page 33 of Declaration: ARTICLE XI – ARCHITECTURAL CONTROL)
2. Trustees' or Directors' approvals are based on style, type, size and location of requested additions and/or improvements. Where any question(s) exist, the Declaration will be used as a guide, however, the Trustees' or Directors' determination is final regarding architectural control.
3. Under no circumstances does Trustee's or Directors' approval(s) indicate full authorization. All homeowners must also get the necessary governmental (city &/or county planning & building commissions, city inspectors, etc.) authorization for all planned work.
4. If you proceed with work without getting all necessary approvals, you may be subject to legal proceedings as well as having to remove and/or re-do any unauthorized improvements.
5. Fence restrictions are black or white, metal or vinyl, not to exceed 54" high, on the property line, good side facing out, spindles no closer together than 2.5", no privacy fences.
6. Formal written approval may take up to 30 days. Please allow enough time prior to the onset of work.
7. Homeowner agrees to abide by commencing work at 8am M-F, 8:30am Saturday, which is later than Chesterfield City Ordinance.

|                     |      |                     |      |
|---------------------|------|---------------------|------|
| Homeowner Signature | Date | Homeowner Signature | Date |
|---------------------|------|---------------------|------|

Mail this form and all pertinent information to, or give to a trustee:  
**TRUSTEES/BOARD OF DIRECTORS**  
 The Estates at Baxter Pointe  
 Homeowners Association  
 c/o City & Village  
 ATTN: Yvette Sanders  
 #3 Hollenberg Court  
 Bridgeton, MO 63044

This request is: ( ) Approved  
 ( ) Denied for the following reason(s):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

|  |      |  |      |
|--|------|--|------|
| Board of Trustees'/Directors Signature | Date | Board of Trustees'/Directors Signature | Date |
|--|------|--|------|