

# OVERLOOK LAKES CONDO ASSOCIATION

## Owner Exception Request Form

Version 10/2025

Owners may place pots, flags, statues, and other decorative items on their patio, balcony or sidewalks and garden areas per our condo rules. *Limited* in-garden planting by owners around buildings and the complex, or other *exceptions* to our condo rules, are allowed only after receiving written approval and evaluation by association management of your specific request and its location.

If you would like us to evaluate your request for an exception, please complete and submit this form.

<b>Request Date:</b>		
<b>Building Number:</b>		(On property map on the website)
<b>Address:</b>		
<b>Owner Name:</b>		<b>Phone:</b> <input type="text"/>
<b>Email Address:</b>		

<b>Who will Complete?</b>	<input type="checkbox"/>	Owner
	<input type="checkbox"/>	Contractor

Please provide a detailed description of your exception request. Photos or drawings are helpful.

### Owner Exception Request

Include *what* you wish to do and *where* (describe the location).


### Building & Grounds Response


Email completed forms to the Buildings & Grounds Committee [b-g@overlooklakescondos.com](mailto:b-g@overlooklakescondos.com) You can also drop off hard copies at the Overlook Lakes office, 8601 Westlake Dr. We will respond to you within a week.

<b>B&amp;G Signature</b>	Approval (Circle or Check):	Approved	Not Approved
	Date:		
	Signature:		