

NEW HOME CHECKLIST

OWNER CHECKLIST

Checklist for placing a new home on your lot in King's Gate Park.

1. Survey: need a survey completed of your lot.
2. Know what is and is not allowed in King's Gate Park concerning the new home. For example: Check the Rules & Regulations and the Architectural Guidelines prior to ordering a home.
3. Exterior Modification Form: After selection of your new home, turn in a completed Exterior Modification request to the King's Gate Park Office.
4. Permits: Have Vendor check into the KGP Office with all permits.

KING'S GATE ASSOCIATION OFFICE CHECKLIST

1. Ensure all proper Exterior Modification Forms have been submitted and put in the Exterior Modification Logbook.
2. Get copies of all needed permits required on new home from the Vendor and place with the Exterior Modification.
3. Ensure home placement is within setback guidelines.
4. Check water & sewer hookups are both outside of skirting with easy accessibility in rear or back side of home.
5. Ensure mow strip will be placed around home in accordance with the White book rules.
6. Ensure home is as described on Exterior Modification Form and up to current KGP inspection standards, (ex. Color, doors, size, lights, etc).
7. Put a copy of the approved or denied Exterior Modification with Permits in the Residents File. Put the originals in the Exterior Modification Logbook.