

# The Cottages at Auburn Meadows Variance Request

**To:** Crofton Perdue Associates, Inc. 111 Marsh Road, Suite 1, Pittsford, NY 14534  
You may mail, fax 248-3666 or e-mail [info@croftoninc.com](mailto:info@croftoninc.com) this form to Crofton Perdue.

**Submit online: [www.CroftonInc.com](http://www.CroftonInc.com), Our Communities,  
The Cottages at Auburn Meadows, Variance Request**

**From:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

I hereby request approval for the following exterior building modification. I have attached a sketch of the proposed changes, listed materials to be used and indicated who will do the work.

**Please be explicit. Extra sheets may be attached.**

**You can upload a picture in the CONTACT US form on the bottom of our website [www.CroftonInc.com](http://www.CroftonInc.com) please reference this variance.**

**Description:**

**Reason for request:**

Anticipated starting date: \_\_\_\_\_ Anticipated completion date: \_\_\_\_\_

NOTE: Preliminary response will be provided within 30 days of receipt of this request. Final approval is contingent upon review of the completed work. **THE HOMEOWNER IS RESPONSIBLE TO PROVIDE WRITTEN NOTIFICATION OF COMPLETION OF THE PROJECT ON OR BEFORE THE ABOVE SPECIFIED COMPLETION DATE.** Final approval is to be within 30 days following notification of completion.

Date \_\_\_\_\_ Homeowner's Signature \_\_\_\_\_

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This section for use by the Board

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

Conditions for approval: \_\_\_\_\_

Comments \_\_\_\_\_