

Arbor Creek Association, Inc.

VARIANCE REQUEST

You can submit online at www.CroftonInc.com,
click on Arbor Creek then Variance Request - electronic

Requested By:

Name: _____ Address: _____

Phone: _____ Date: _____

E-Mail: _____

To: The Board of Directors:

I request permission to make the following changes to the exterior of my townhouse or to the common area of the community. I have attached a sketch of proposed changes, listed materials to be used, etc. (Please be specific. Extra sheets may be attached.)

Reason for request: _____

Length of Guarantee (if applicable): _____

Indicate future maintenance required by the Association: _____

Affected neighbors were notified of common area involvement? _____ Yes _____ NO

Name of contractor (company) who will do the work: _____

Contractor must have liability and workers compensation insurance for variance approval.

Certificates attached or on file with HOA _____ Yes _____ No

Homeowner Signature: _____

For Board of Directors Use

_____ Approved _____ *Approved with Conditions (see attached) _____ Disapproved

Date: _____ Signature: _____

Latest completion date after which any approval is automatically revoked and a new variance request is necessary: _____

Comments on final inspection by Board of Directors and/or Property Manager:

This change will _____ will not _____ become the responsibility of the unit owner financially as well as the maintenance and/or replacement.

****Return to Crofton Perdue Associates, Inc****

Mail:

Arbor Creek c/o Crofton Perdue
111 Marsh Road – Suite 1
Pittsford, NY 14534

Fax:

585.248.3666

Email:

Info@croftoninc.com