



RIVERS RUN HOA VARIANCE REQUEST FORM

Please return the completed form to:

Rivers Run HOA
c/o Crofton Perdue Associates, Inc.
111 Marsh Road, Suite 1
Pittsford, NY 14534
Phone: 585-248-3840
Fax: 585-248-3666

OWNER: _____
MAILING ADDRESS: _____
CITY, STATE, ZIP: _____
RIVERS RUN COTTAGE NUMBER (if different from mailing address): _____
PHONE: HOME: _____ CELL: _____ EMAIL: _____
DATE SUBMITTED: _____ DATE RECEIVED: _____

In accordance with Rivers Run HOA covenants, easements, charges, and liens ("declaration") and the association rules and regulations, I request your consent to make the following changes, alterations, renovations, additions and/or removals to my unit. A detailed copy of the contractor's proposal, including sketches, drawings or blueprints, accompanies this application. Proof of contractor's liability and workers compensation insurance is available on request.

Description of project: _____

Anticipated start date: _____ Anticipated completion date: _____

Is this an amendment to a previous request? _____ If yes, the approximate date of the previous request:
_____.

I understand that under the declaration and rules and regulations, the Board will act on this request and provide me with a written response of their decision. I further understand and agree to the provisions outlined on page 2 of this request.

Homeowner Signature: _____

Additional provisions as agreed to by Homeowner's signature on page 1:

1. No work or commitment of work will be made by me until I have received written approval from the HOA Board of Directors.
2. All work will be done at my expense and all future upkeep will remain at my expense or future homeowner's expense.
3. All work will be performed at a time and in a manner to minimize interference and inconvenience to other unit owners.
4. I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work.
5. I will be responsible for complying with, and will comply with, all applicable federal, state, and local laws; codes; regulations; and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that Rivers Run Homeowners Association, its Board of Directors, its designated committee or Crofton Perdue Associates approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications, or work comply with any law, code, regulation, or governmental requirement.

Action taken by Rivers Run Homeowners Association Board of Directors

Date of Action: _____

_____ **Approved as requested**

_____ **Approved with the following exceptions:**

_____ **Disapproved based on the following:**

Any work not started on or before _____ is not approved and later construction must be subject to re-submittal of a Variance Application to the Board.

Rivers Run HOA Representative

Date