

Westgate Woods Condominium Variance Request Form

Please give 30 days for review and decision by the Board

Submission of Plans to the Board of Managers

Owner: _____

Mailing Address: _____

City, State, Zip: _____

Property Address

(if different than mailing address): _____

Phone(s): _____

H

W

C

Email address: _____

Date Submitted: _____

Date Received by BOD: _____

In accordance with Westgate Woods 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:

Is this an amendment to a previous request? _____. If yes, the approximate date of previous request: _____. I understand that under the declaration and the rules and regulations, the Board of Managers will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

1. No work or commitment of work will be made by me until I have received written approval from the association/condominium.
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 done expeditiously once commenced and will be done in a good workmanlike manner by myself or a contractor.
4. All work will be performed at a time and in a manner to minimize interference and inconvenience to other unit owners.
5. I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. 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 Westgate Woods, its Board of Managers, its

agent and the committee have no responsibility with respect to such compliance and that the Board of Managers or its designated committee's 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.

8. I understand that a decision by the Board of Managers is final.

9. The contractor is: _____

10. If approved within thirty (30) days, the work would start on or about _____ and would be completed by _____.

11. I have attached - Place a Check Mark Indicating Which Items are Included (all could be included):

A). A detailed drawing (to scale) or blueprint of plans

B). A copy of survey map. (Needed for fences and decks)

C). A copy of the proposal from the contractor with a detailed description of the work to be performed with product information. i.e. brochures, cut sheets.

D). A copy of an insurance certificate from the contractor listing Liability and Workers Compensation Insurance coverage in effect at this time – Required for all contractors.

Homeowner Signature: _____

**Return completed Variance Form to Westgate Woods c/o Crofton Perdue,
111 Marsh Road-Suite1, Pittsford NY 14534 or via email to Holly@croftoninc.com.**

Date of Action: _____

_____ Approved as Requested

_____ Approved with the Following Exceptions:

_____ Disapproved Based on The Following:

Board President/Agent

Date

Any work not started on or before _____ is not approved and later construction must be subject to re-submittal to the committee.