

HIDDEN VALLEY HOMEOWNERS ASSOCIATION, INC.
APPLICATION FOR EXTERIOR CHANGE OR ALTERATION
“VARIANCE REQUEST”

To: The Architectural Committee
c/o Hidden Valley Clubhouse
199 Hidden Valley Road
Rochester, NY 14624
(Mail or deliver to above address)

From: Homeowner's Name(s): _____
(Please Print)

Unit Address: _____

Phone Number: _____

Email Address: _____

REQUEST:

The owner(s) of the unit identified above, hereby request(s) the following exterior (addition) (change) or (alteration), [strike out the items that do not apply]: _____

Reason: _____

PLANS AND SPECIFICATIONS:

Plans (to scale) and specifications MUST be attached to this form, showing the location, nature, kind, shape, height, and other dimensions, and materials to be used. **These plans were prepared by:** _____

IMPORTANT: If a contractor is involved, the active Contractor's Insurance Certificate, for both General Liability and Workman's Compensation, MUST be included.

The plans and specifications for the application, which may affect the structural integrity of the building must be prepared by, and bear the seal of, an architect or engineer licensed by the state of New York.

The undersigned homeowner(s) hereby agree(s) that (I/we) have read the Architecture Committee Guidelines and Articles VIII and IX of the Association's Declaration of Covenants, Conditions and Restrictions, entitled "Architectural Control "and Use Restrictions," respectively, and hereby agree to observe all guidelines, limitation, procedures and restrictions.

Signature of Homeowner(s)

Date

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ACTION OF THE ARCHITECTURE COMMITTEE

Date received by Committee: _____

Conditions of Approval (if any)

Approved: _____ **Date:** _____

(Signature of Committee Chair)

Explanation of Disapproval:

Disapproved: _____ **Date:** _____

(Signature of Committee Chair)

Homeowner to be notified by:

_____ Architectural Committee _____ Management Company

Date of Notification to Homeowner: _____

Completed form and any attachment MUST be placed in the homeowner’s file at the Clubhouse.