

LITTLE POND HOMEOWNERS' ASSOCIATION, INC.

VARIANCE REQUEST

DELIVER FORM TO:

variances@kenrickfirst.com or sent to:

Kenrick Corporation 3495 Winton Place D-4, Rochester, NY 14623

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NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Dear Board of Directors:

I request permission to make the following changes to the exterior of my townhouse/patio home or to the common area of the community. I have attached a sketch of the proposed changes, listed the materials to be used and who will do the work. (Please be explicit. Extra sheets may be attached.) A copy of an insurance certificate from my contractor listing Liability and Workers Compensation Insurance coverage in effect at this time must also be submitted naming homeowner as an additional insured.

REASON FOR REQUEST: _____

LENGTH OF GUARANTEE (if applicable): _____

INDICATE FUTURE MAINTENANCE REQUIRED BY THE ASSOCIATION: _____

Standard Requirements:

Window Replacements: Should be similar size and style in **white**

Satellite Dishes: MUST NOT be installed on the Roof. **Must be installed on pole.**

Mailboxes: MUST have doctor's note/permission from USPS to install a mailbox.

Homeowner Signature: _____ Date: _____

Any improvements to structures are subject to local town zoning ordinances, which must be approved. The Little Pond Homeowners Association, Inc. is not liable for any encroachments of zoning ordinances. It is the homeowner's responsibility to ensure conformance with town zoning. It will also be the responsibility of the homeowner to apply for and receive a building permit from the Town of Greece where applicable.

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BOARD OF DIRECTORS HAS:

- APPROVED
- APPROVED WITH CONDITIONS
- DISAPPROVED

Board Signature: _____ Date _____