

Stonefield Commons Variance Request Form

Submission of Plans to Stonefield Commons HOA Board of Directors

Homeowner: _____

Address: _____

City/State/Zip _____

Phone(s) H: _____ Cell: _____

E-Mail: _____

Date Submitted _____ Date Received by Kenrick _____

In accordance with Stonefield Commons covenants, easements, charges, and liens ("declaration") and the condominium/association's 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, approximate date of previous request: _____ I understand that under the declaration and the rules and regulations, the committee 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 workman-like 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 Stonefield Commons, its board of directors, its agent and the committee have no responsibility with respect to such compliance and that the board of directors' 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 committee is not final and that the board of directors may reverse or modify a decision by the committee upon the written application of any owner made to the board of directors within thirty (30) days after the committee makes its decision.
9. The contractor is: _____
10. If approved within thirty (30) days, the work would start on or about _____ and would be completed by _____.
11. Any work not started on or before _____ is not approved and later construction must be subject to re-submittal to the committee.
12. I have attached:

Please Include All Items and Place a Check Mark Indicating Which Items are Included

- ☐ A) A detailed drawing (to scale) or blueprint of my plans
- ☐ B) A copy of my 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. ie: brochures, cut sheets.
- ☐ D) A copy of an insurance certificate from my contractor listing Liability and Workers Compensation Insurance coverage in effect at this time. The homeowner, Stonefield Commons HOA, and Kenrick must be indicated as additionally insured on the certificate.

Signature: _____

Return completed Variance Form to Kenrick Corporation, 3495 Winton Place, D-4, Rochester, NY 14623, fax to Kenrick Corporation at 585/424-1553 or email to variances@kenrickfirst.com.

Action Taken by Stonefield Commons Board of Directors

Date of Action: _____

_____ Approved as Requested

_____ Approved with the Following Exceptions:

_____ Disapproved Based on The Following:
