

Panorama Townhomes Homeowners Association

c/o Woodbridge Group ♦ 271 Marsh Rd., Suite 3, P.O. Box 237, Pittsford, 7NY 14534
Office (585)-385-3331 ♦ Fax (585)-385-4693

VARIANCE REQUEST

Return or Fax to:

Woodbridge Group
P.O. Box 237
Pittsford, NY 14534
FAX: (585) 385-4693
E-Mail: Service@woodbridgegrouppro.com

Requested By:

Name: _____
Address: _____
Phone: _____
Date: _____

To: The Board of Directors:

I request permission to make the following changes to the exterior of my townhome or to the common area of the community. I have attached a sketch of proposed changes, listed materials, brochures, etc. (Please be specific. Extra sheets may be attached.)

Reason for request: _____

Length of Guarantee (if applicable): _____

Indicate future maintenance required by the Association: _____

Name of contractor (company) who will do the work: _____

Contractor's certificate of insurance is attached or on file with HOA Yes No

*It is required to attach a detailed drawing, spec sheets, &/or photos to illustrate your plan(s).
A certificate of liability and workers compensation insurance must be provided for each contractor working on your property. You or your Contractor may also be responsible for obtaining a Town Building Permit.*

For Board of Directors Use

Approved *Approved with Conditions (see attached) Disapproved

Date: _____ Signature: _____

Latest completion date after which any approval is automatically revoked and a new variance request is necessary: _____

Comments on final inspection by Board of Directors and/or Property

Manager: _____

_____.

This architectural change will _____ will not _____ become the responsibility of the unit owner as it concerns maintenance and/or replacement.
