

Millfording Preserve HOA

ARCHITECTURAL VARIANCE REQUEST FORM

Owner Name: _____

Address: _____

Email: _____

Phone: _____

Date Submitted: _____ Date Received by Executive Board: _____

In accordance with the Millfording Preserve HOA, I request your consent to make the following changes, alterations, renovations, additions, and/or removals to the Common Elements and/or Limited Common Elements at my Unit: (Briefly describe any changes you wish to make in the space provided below.)

Is this an amendment to a previous request? YES / NO (Circle One)

If "yes", approximate date of previous request:

Please attach as applicable, a detailed (to scale) drawing or blueprint of your plan(s) and return along with this request form to (email preferred):

Millfording Preserve HOA

PO Box 853

Mechanicsburg PA 17055

hoamillfordingpreserve@gmail.com

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I understand that under the Declaration, the Executive Board 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 Board.
2. All work will be done at my expense and all future upkeep will remain at my expense.
3. All work will be done expeditiously once commenced and will be done in a good workmanlike manner by a qualified, licensed, and insured 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 damages and/or injury which may result from performance of this work.
6. I will 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 will obtain any necessary governmental permits and approvals needed. I understand and agree that Millingford Preserve HOA, its Executive Board, and its Agent(s) have no responsibility with respect to such compliance and that the Board or its designated Agent'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 Executive Board is not final and that the Executive Board may reverse or modify its decision upon written application of any Owner made to the Executive Board within five (5) days after the Executive Board has made its decision.
9. I further agree that any future maintenance will be the Owner's responsibility, and if not properly maintained, the Board may do so at the Owner's expense.
10. Subsequent purchasers of this condominium unit must be advised of this agreement prior to a final sale of the unit.

11. The contractor will be: _____

12. If approved, the work would start on or about: _____

And would be completed by: _____

Owner Signature: _____ Date: _____

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Board Response

Approved / Denied

Board Representative: _____ Date: _____

Comments or restriction

Basis for Denial of Application: