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# Crestwood Village IV Co-Op Inc.

## **MODIFICATION AND ALTERATION APPLICATION**

OWNER'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach contractor's license, proof of insurance, pictures of material(s) to be used.

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH TO THIS FORM. THANK YOU)

An application requesting approval for any alteration which occurs outside the exterior walls of the building MUST BE ACCOMPANIED BY A COPY OF YOUR EXISTING BUILDING "FOOTPRINT" AND EXISTING FRONT, SIDE AND REAR SETBACK DIMENSIONS FROM PROPERTY LINE.

LOCATION OF ALTERATION OR OTHER REQUESTED IMPROVEMENT SUCH AS LANDSCAPE ALTERATIONS, SCREEN ENCLOSURE, FENCING OR CHANGES IN EXISTING FINISH MATERIALS; PHOTOS SHOWING PROPOSED ALTERATION MATERIALS OR LANDSCAPING; PLAN/SPECIFICATIONS FROM CONTRACTOR (IF APPLICABLE) OR STATEMENT FROM HOMEOWNER(S) INDICATING THAT THE ALTERATION IS BEING COMPLETED BY THEMSELVES.

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Control Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code, or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT CRESTWOOD VILLAGE CO-OP IV INC. ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

DATE: \_\_\_\_\_ OWNER'S SIGNATURE: \_\_\_\_\_

### **ACTION TAKEN BY THE ASSOCIATION:**

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_

Maintenance Supervisor \_\_\_\_\_

AUTHORIZED SIGNATURES (AS AGENT OF THE CRESTWOOD VILLAGE IV CO-OP INC. BOARD OF DIRECTORS)

\_\_\_\_\_ Title \_\_\_\_\_ Title