

# DUNDEE RIDGE ASSOCIATION

## ALTERATION/MODIFICATION REQUEST

Date \_\_\_\_\_ Bldg. No. \_\_\_\_\_ Unit No. \_\_\_\_\_

Owner Name \_\_\_\_\_

Owner Address \_\_\_\_\_

Owner Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

### REQUESTED MODIFICATIONS

- Exterior Appearance                       Landscaping  
 Common Elements/  
 Other \_\_\_\_\_

### EXPLANATION OF MODIFICATIONS

Please note that you **MUST** submit a drawing for any modification, which requires it such as a deck, landscaping modification, etc. The drawing should be on a site plan and the scale should be 1/2" = one (1) foot. Please list sizes and materials to be used.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This work will be performed by: \_\_\_\_\_

(List addresses and telephone if outside contractor is to be used.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING:**

1. A licensed builder who is insured will perform actual construction. All applicable codes and regulations will be followed and all necessary permits will be obtained at my/our expense.
2. I/we have read all applicable sections of the Bylaws and I/we understand it.
3. All maintenance of this Alteration/Modification will be performed at my/our expense.
4. I/we understand that, should any legal, regulatory agency require, at any time in the future, modifications to this variance, they will be done at my/our expense.
5. Decks cannot be installed over a drainage swell. In the event the deck does interfere with the surface drainage, I/we understand that I/we will be required, at my/our expense, to correct the drainage to the Association's satisfaction.

6. No structure may encroach within any easements. Only sod allowed in easements.
7. This alteration/variance/modification is subject to all the requirements of the Bylaws, occupancy agreements and other applicable regulations at the Board of Directors' discretion.
8. I/we understand that it is my/our responsibility to advise future assigns and/or owners of the unit of this modification and of their responsibility for it.
9. All of the above information is truthful and accurate.

**NO WORK SHALL COMMENCE  
UNTIL WRITTEN APPROVAL IS RECEIVED**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-owner

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**RETURN COMPLETED FORM TO:**  
Dundee Ridge Association  
c/o **KRAMER-TRIAD MANAGEMENT GROUP, L.L.C.**  
3131 Professional Drive  
Ann Arbor, MI 48104  
Fax 734-973-0001

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Approved by \_\_\_\_\_

Date \_\_\_\_\_