

THE RAVINES CONDOMINIUM ASSOCIATION
Committee for Landscaping, Environmental and Architectural Review
Application to Alter Existing Home

Please allow 30 - 45 days for the application to be processed after you have submitted all documents.

To: Ravines Condominium Association
 C/O CLEAR
 3520 Palmer Drive
 Saugatuck, MI 49453

Telephone: (269) 857-1616
 Email: Clear@ravineshomeowners.com

Name	
Address	
Mailing Address (if different)	
Home Phone Number	
Work Phone Number	

Directions:

The Ravines Condominiums Bylaws require that you submit to CLEAR for approval all proposed exterior additions, changes or alterations to your house and lot. In order to be considered by CLEAR your application must include detailed information describing the proposed change. Make sure your application is complete. An application submitted without all required submissions will be considered incomplete. In such case, CLEAR's review period will not commence until all required submissions have been provided.

Description of Proposed Change: (Please print or type)

Describe all proposed improvements, alterations, or changes to your lot or home. Typically, plans and specifications including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, and materials; a site plan may be necessary depending on the changes to the lot or home. Other exhibits may be requested to permit adequate evaluation of the proposed change. If you have any questions regarding the required submissions or the application process, you are advised to seek guidance from a co-owner of CLEAR prior to submitting your application.

Purpose of Improvement	
Estimated Construction Start Date	
Estimated Construction End Date	

Neighbors' Acknowledgments:

Name: _____

Address: _____

Lot _____

Signature: _____

Name: _____

Address: _____

Lot _____

Signature: _____

Owners' Acknowledgments:

I/we understand and agree:

1. _____ that approval by CLEAR shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. _____ that approval by CLEAR shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of Saugatuck Township.
3. _____ that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of CLEAR to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
4. _____ that no work on the proposed change shall begin until written approval of CLEAR has been received by me; that, if work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
5. _____ that there shall be no deviations from the plans, specifications, and location approved by CLEAR without prior written consent of CLEAR; any variation from the original application must be resubmitted for approval.
6. _____ that I authorize co-owners of CLEAR to enter upon my Property to make one or more routine inspection(s).
7. _____ that construction or alterations in accordance with the approved plans and specifications must commence within 3 months of the approved date of this application and be completed within 6 months of the approved date, otherwise the approval by CLEAR shall be deemed conclusively to have lapsed and to have been withdrawn.
8. _____ that it is my responsibility and obligation to obtain all required building permits, to contact *Miss Dig*, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.
9. _____ that I am responsible for any damage and all cost to repair green space or community property that result from the proposed modification.
10. _____ that I will comply with the provisions of the Master Deed and Condominium Bylaws of The Ravines Condominiums and the rules and regulations adopted from time to time by the Board of Directors of The Ravines Condominiums Association.

Signature of Co-owner	Date
Signature of Co-owner	Date

