

Builder	Date
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**The Ravines Condominium Association
Application To Alter
An Existing Home Or Lot**

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

TO: Ravines Condominium Association
3476 Palmer Drive
Saugatuck, MI 49453

(269) 857-5151
clear@theravines.net

Directions

The Ravines Bylaws require that approval be given by CLEAR for all proposed exterior additions, changes, or alterations to your home or lot. Applications must be complete, with detailed information about your building plans. Applications without all required documents will be considered incomplete and will not be considered during the review period until all such documents are submitted. Additional exhibits may be requested. If you have any questions about the application process or the required documents, please consult with a CLEAR member before submitting your application.

Please print or type:

NAME	
ADDRESS	
LOT #	
MAILING ADDRESS (if different)	
HOME PHONE	
WORK PHONE	
CELL PHONE	

Description of Proposed Change

Describe all proposed improvements, alterations, or changes to your lot or home. Include plans and specifications, such as sketches, photos, catalog illustrations, etc., to show the nature, kind, shape, color, dimensions and materials proposed. CLEAR may request other exhibits to further clarify the proposed change.

Please print or type:

Purpose/Type of Improvement	
Estimated Construction Start Date	
Estimated Construction End Date	

Neighbors' Acknowledgements (Only if requested by CLEAR)

NAME	ADDRESS
LOT	SIGNATURE

NAME	ADDRESS
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LOT	SIGNATURE
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Owner’s Acknowledgements

I/we understand and agree that: *(please initial all)*

1. ___ Approval by CLEAR shall in no way be construed as passing 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 under review.
2. ___ Approval by CLEAR shall in no way be construed as passing judgment on whether the proposed change is in compliance with the applicable building and zoning codes of Saugatuck Township.
3. ___ Approval of any particular plans, specifications, or design shall not be construed as a waiver of the right of CLEAR to disapprove such plans or specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
4. ___ No work on the proposed change shall begin until I/we have received written approval from CLEAR, and that, if work is begun prior to approval, I/we may be required to return the property to its former condition at my/our own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
5. ___ 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. ___ I/we authorize members of CLEAR to enter upon my Property to make one or more routine inspection(s).
7. ___ Construction in accordance with the approved plans and specifications must be completed within 12 months of the date of approval, otherwise the approval by CLEAR shall be deemed conclusively to have lapsed and to have been withdrawn.
8. ___ It is my/our responsibility and obligation to obtain all required building permits; to contact *Miss Dig*; and to construct in a workmanlike manner in conformance with all applicable building and zoning codes.
9. ___ I/we are responsible for any damage and all cost to repair green space or community property as a result of the proposed modification.
10. ___ I/we will comply with the provisions of the Master Deed and Condominium Bylaws of The Ravines Condominiums, and the rules and regulations adopted periodically by the Board of Directors of The Ravines Condominium Association.

Member	Date
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