

P.6. BURKE CENTRE CONSERVANCY – EMERGENCY PERMIT APPLICATION

In accordance with Architectural Standard J.6., the following shall serve as a request for a temporary exemption from the normal review process due to the need for an emergency repair or replacement. The request shall be submitted prior to the repair or replacement and a completed Architectural Review Application, P.3., shall be submitted within thirty (30) calendar days.

1. CERTIFICATION

The Board of Trustees, empowered by Article VI, Section 1 (e) of the Burke Centre Declaration of Covenants and Restrictions, may issue a temporary permit to except prior approval for exterior modification(s), provided the Board can show good cause.

The Board of Trustees, in its sole discretion, will determine if there is good cause for issuing such a permit based upon the emergency circumstances described by the homeowner on the permit application.

Submission of a permit application does not guarantee that a permit will be issued.

Issuance of an Emergency Permit does not absolve the homeowner from the responsibility to properly submit an Architectural Review Application for the exterior modification(s).

Failure to submit a completed Architectural Review Application within thirty (30) calendar days will result in the nullification of an approved Emergency Permit.

The signature of the property owner constitutes acknowledgement and agreement to the above statements.

SIGNATURE OF THE PROPERTY OWNER

DATE

2. OWNER’S NAME: _____

3. OWNER’S PRIMARY EMAIL ADDRESS: _____

4. ADDRESS OF PROPOSED MODIFICATION(S): _____

5. OWNER’S PRIMARY PHONE NUMBER: _____

6. DESCRIPTION OF EMERGENCY CIRCUMSTANCES THAT PREVENTS OBTAINING PRIOR APPROVAL:

***** FOR INTERNAL USE ONLY *****

Date of acceptance by CS Coordinator - ARB: _____

Executive Director

Remarks: _____

Action: _____

Signature: _____ Date: _____