



CEMENT PATIO 2 & 3 BEDROOM

If you choose to put in a poured cement patio, an Alteration Permit is required for installation.

PERMITS

You must complete an Installation/ Alteration permit application form before making any structural changes or improvements to your townhouse. After the work has been completed, management will inspect your work. Please contact the office when your work is completed to schedule your final inspection. You may not be reimbursed by the incoming member unless this permit is on file with the date of application and Village Square has approved it at the time the work was completed. Upon move out, you may be charged for removal or correction of any unauthorized improvements.

**CEMENT PATIO
VILLAGE SQUARE COOPERATIVE
INSTALLATION ALTERATION PERMIT**

I hereby apply for permission to install the following major appliances and/or make the following alteration in or around my townhouse:

All contractors must include a copy of their liability and worker's compensation insurance certificate with the proposal for the alteration.

Work to be performed by: _____ Contractor's License # _____

Cost and true value of work: _____ Completion date: _____

Will any openings be required through wall, windows, or roof? _____ Yes _____ No

I hereby certify that this work will be performed in accordance with all applicable codes and regulations. (City, State, and Federal building codes)

I have attached a copy of the contractor's proposal. _____ Yes _____ No

I have attached a copy of the contractor's insurance certificate. _____ Yes _____ No

I have provided copies of the purchase receipts. _____ Yes _____ No

Date: _____

Signature _____

Address and Unit Number _____

This permit requested above is hereby (granted _____) (denied _____) _____

Property Manager

The installation and/or alteration (is _____) (is not _____) an authorized improvement and betterment. If an authorized improvement, a value not to exceed \$ _____ shall be reflected on the books of the cooperative and in the transfer value of the applicant's membership. If not an authorized improvement, the member may be required to restore the unit to its original condition if the membership is transferred.

Extension of Completion Date: _____ Granted _____ Denied

Reason for extension: _____

This permit is subject to all requirements of the by-laws, Occupancy Agreement and other applicable regulations; (City, State and Federal building codes).

This alteration requires a City Permit: _____ Yes _____ No

MUST BE INSPECTED UPON COMPLETION FOR ALTERATION INSTALLATION PERMIT APPROVAL !!

Approved _____ Not Approved _____

Date: _____

By: _____

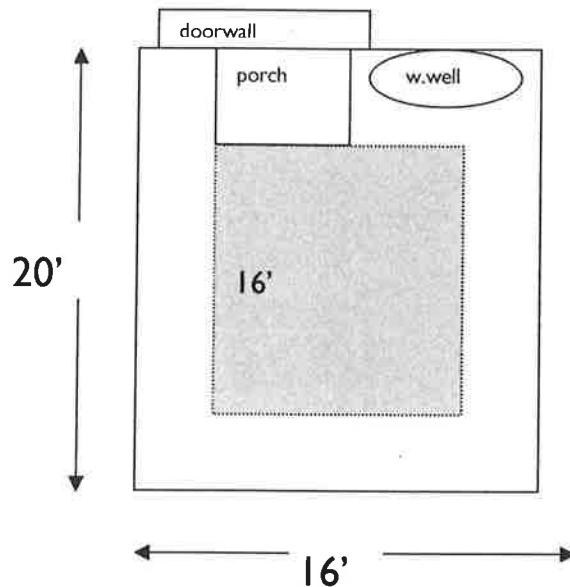
Property Manager, Village Square Cooperative

Cement Patio Specifications

TWO AND THREE BEDROOM EXAMPLE:

- May be placed in back of units only. Not in front.
- 4" thick.
- Sloped to insure proper drainage.
- Slab to be attached to existing rear porch only.
- 2' of open area around entire slab of cement.
- Expansion joints or saw cuts are required.
- Maximum size 12'X16'.

Example:



No raw edges of cement may be seen.

Ground must be level with or slope away from patio. Whichever is Appropriate.

You may landscape around the edge of your cement patio, but again soil must cover the raw edges of the cement.

Keep in mind that the same rules apply for all additions, **you must get a permit before beginning any work.**

Cement trucks and heavy equipment may **NOT** drive on the lawn

8.0.0 UNDERGROUND UTILITIES ACKNOWLEDGEMENT LETTER

I, _____ OF _____
Utica, MI 48317, do hereby acknowledge that I have been advised, and do understand,
that my proposed or installed backyard fence, patio or deck will be/is located directly
over buried utility easement which is held by DTE, Consumers Energy and SBC
Ameritech.

I further acknowledge my understanding that in the event of a utility cable failure under
my fence and/or deck, the utility company may remove or damage my fence and/or
deck to gain access and effect repairs to the buried utility referenced above. I
understand that in such an event, the Utilities Companies will accept no liability for the
damage to my fence and/or deck. As an alternative, I understand that the utility
company may elect to reroute their cable(s) in lieu of removing my fence, patio and/or
deck, and invoice me for any costs, as the owner of the obstruction.

Finally, I acknowledge that Village Square Consumers Cooperative and its Management
are not responsible for any costs which might be associated with the repair of
underground utility cables buried under my backyard fence and/or deck.

_____, Member Date _____

_____, Management Date _____