

LLE Alteration Application



**LIGHTHOUSE
LANDING ESTATES**

Before making alterations to the building exterior or load-bearing structures of strata lot, limited common property or common property, owners must complete and sign this Alteration Application, submit it to Council, and receive approval from Council. Council will determine if there are any additional forms that need to be completed or information supplied in order to complete their review of your application. If Council denies your application reasons will be outlined in a written response.

I/we, the owner(s) of unit # _____ request permission to make the following change:

Please describe the change in detail: what is being added, altered or removed, including where and by whom, and list materials to be used and colour choices:

- to:
- ☐ Our Strata Lot (unit)
 - ☐ Limited Common Property belonging to our strata lot
 - ☐ Common Property

DETAILS

If given permission to make this change, I/we will abide by the BC Strata Property Act, LLE Bylaws, Rules, Policies and Aesthetic Standards, and I/we will pay all associated costs.

Signed:

Date: _____

SIGNATURE

SIGNATURE

Owner: _____
NAME PRINTED

Owner: _____
NAME PRINTED

NOTE: Forms and links to related webpages can be found at: www.vis5801.ca/alterations/

TO BE COMPLETED BY COUNCIL

For approval, owners are required to supply completed:

- ☐ Assumption of Liability Agreement.
- ☐ Location plan / drawings with dimensions.
- ☐ List of materials to be used.
- ☐ List of colour choices.
- ☐ Neighbour Notification Form.
- ☐ Contractor's name and contact information.
- Copies of permits, licences, registrations and insurance.

Additional requirements:

- ☐ Owners' approval by $\frac{3}{4}$ vote at the next Annual or Special General Meeting.
- ☐ Proof of successfully registering the alteration with Land Titles.

This application is:

- ☐ Approved ☐ Denied ☐ Pending

SIGNATURE

Date: _____

Council Member: _____
NAME PRINTED

Comments and/or conditions: