

DECORA PARK ASSOCIATION

Procedure for Decks, Patios, and Walkways

Custom Deck Guidelines:

** Deck location must be clearly indicated and dimensioned on all drawings submitted for review in order to adequately convey the Co-Owner's design intent. Each deck modification request is reviewed on a case-by-case basis by the Decora Park Association.*

1. Construction and location must comply with the current building code enforced by the local authority having jurisdiction, as well as comply with the Village of New Haven requirements.
2. Deck boards and trim color is to match (or coordinate with) the siding and trim of the primary structure.
 - a. Deck board/ trim colors must be in compliance with the Decora Park Architectural Control guidelines and will require approval by the Decora Park Association Board of Directors.

Patio / Walkway Guidelines:

1. Construction and location must comply with the current building code enforced by the local authority having jurisdiction, as well as comply with the Village of New Haven requirements.
 2. Location of patio / walkway must be clearly indicated and dimensioned on all drawings.
 3. Patio / walkway materials (brick, concrete, stamped, concrete, stone, etc.) must be indicated on all drawings.
- Please remember: **BEFORE ORDERING**, please check with your local building, zoning, and Decora Park Association, and be sure to attain all applicable permits.

Please complete and submit a *Modification Request for Approval and Modification Agreement*, along with the following documents:

1. Two (2) copies of your site survey or mortgage survey.
 2. Drawings indicating all measurements of the proposed deck/ patio/ walkways and the setbacks from the property lines, as well as distances to/ from any existing structures per current Village of New Haven requirements.
 3. A copy of the bill of materials indicating design, color, dimensions, etc.
If custom-built deck is being proposed, please also include:
 4. Post, guardrail, step/ stair, and footing placements *(as required by the building code enforced by the local authority having jurisdiction)*.
- Please note that **all** requested information **MUST** be submitted to the Decora Park Association for review. If any portion of the requested documentation is not received, the Modification Request will be returned to the Co-Owner for resubmittal.

Completed deck/ patio/ walkway proposal documents are to be submitted to:

Michigan Condominium Management
Attn: Tiffany Gornyecz
22725 Greater Mack Avenue
St. Clair Shores, Michigan 48080-2023
phone: 586.775.5757
fax: 586.775.6511
email: tgornyecz@micondoliving.com

You will receive approval via mail, email or fax.

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Village of New Haven Requirements:

** The information below is simply provided as a courtesy by the Decora Park Association. It is the Co-Owner's responsibility to verify all proper permit procedures, as well as applicable building codes and ordinances prior to submittal.*

To obtain a Zoning Compliance Permit from the Village of New Haven Building Department, contact Lori Endes at (586) 749-5301 or fax (586) 749-9055.

The Village of New Haven Building Department will provide an Application Form. Contact the Building Department for the current Permit Application requirements, and be prepared to provide two (2) copies of a land survey when applying. Submit all completed documents *with a copy of your approved Modification Request for Approval* as well as the signed *Modification Agreement* to Lori Endes for approval. There is a drop box at the Village Offices, or you may fax to (586) 749-9055 or mail to:

Building Department
Village of New Haven
PO Box 48029
New Haven, MI 48048
Attention: Lori Endes