

CLEAR SPRINGS PROPERTY OWNERS' ASSOCIATION

Architectural Review Request

All improvements, additions or changes must be approved in writing before scheduling work.
Please complete the following and submit to the address below:

Homeowners Name: _____ Date: _____

Property Address: _____

Home Phone: _____ Mobile Phone: _____

Email: _____

1. Briefly describe the improvement you are requesting:

2. Name of person or company who will actually perform the work on this improvement:

3. On a copy of your survey, indicate the location (distance to property, setback and build lines) and dimensions of the proposed improvement.

4. Describe the building materials to be used (e.g. brick, wood, siding, roofing, etc.). For landscaping, describe the type of plants, especially trees (be sure to show location on survey copy):

5. Please include any materials (photos, sales literature, catalogs, paint chip, etc.) that may assist the committee in reviewing your request.

Must be submitted 30 days ahead of scheduled work so that the board can meet to discuss.

Estimated project start date: _____

Estimated completion date: _____

Homeowner Signature _____

Date: _____



ARC ACTION:

- Plan Accepted
 Plan Accepted with Specific Conditions
 Plan Denied with Explanation
 Pending

DATE _____

BY _____

Mail or e-mail to:
Greenville HOA Services
PO Box 80429
Simpsonville, SC 29680
E-mail: support@greenvillehoa.com