

Hunley Waters Property Owners Association
Architectural Review Committee (ARC) REQUEST FORM

In accordance with the Covenants and Restrictions of the Association, no construction, reconstruction, remodeling, alteration or addition to any structure, building, wall, road, drive, path or improvement of any nature, including the removal of trees, shall be constructed/conducted without obtaining the prior written approval of your ARC Committee of the Association. Responsibility for approval is further delegated in Article 3 of the recorded Covenants.

To expedite approval of your Request, please fill out the form below and submit, with copies of any required plans or drawings, by mail, email, or in person to any member of the ARC, listed at bottom of the form.

Date: _____ Property Address: _____

Requestor's Name: _____ Phone #: _____

Property Owner's Name, Address and Phone #: (if not the Requestor)

APPROVAL WILL NOT BE GRANTED WITHOUT WRITTEN CONSENT FROM THE OWNER-OF-RECORD OF THE PROPERTY:

Briefly describe your request with justification: *(For Tree(s) Removal, appropriate replacement tree or other landscaping may be requested.)*

(Please attach any supporting documents needed for the review process including, if necessary, a copy of the plat of the property marked to show the area of improvement.)

Attachments/Enclosures: _____

Requestor Signature: _____ Date: _____

NOTE: If this request is approved, the requestor is responsible for obtaining required building/repair permit(s), etc., if applicable, from the City of North Charleston (843-740-2571). Additionally, the property owner must contact NO-CUTS at 1-800-922-0983 prior to any digging or excavation on the property.

Request will be reviewed and acted on expeditiously, however, final disposition, depending on the amount of research required, may take up to a maximum of 4 weeks. *(If longer than 2 weeks, you will be advised of the reason for the delay.)* If decided in the affirmative by the ARC, you will be promptly notified by phone and/or with a copy of the approval by mail. Due to cost involved it is recommended that contracts and permits not be signed or obtained until notified by the ARC the results of the Request!

Please email, mail, or deliver in person to one of the following ARC members. 3 signatures are required for approval.

Rachel Marchant, Community Manager	HOA2@dorchestersold.net
Tom Gonze, HOA President (1041)	tomgonze@gmail.com
Approval Signature: _____	Date: _____
John Rosenberger, HOA ARC (1029)	jbrosenberger@gmail.com
Approval Signature: _____	Date: _____
Melissa Meverden, HOA Secretary (1010)	melissa.meverden@gmail.com
Approval Signature: _____	Date: _____