

PROPERTY OWNERS ASSOCIATION OF COLONIAL CLUB ESTATES

Mail or Deliver Your Application to: The Beach & Company, 621 Sea Mountain Highway, N. Myrtle Beach, SC 29582
 Fax 843-273-3410 email hoa@thomasrealestate.com

ARCHITECTURAL CHANGE REQUEST FORM

Date of Request: _____

Property Owner Telephone: _____

Property Address: _____

Email Address: _____

TYPE OF CHANGE:	TYPE OF CHANGE:
<input type="checkbox"/> Landscape – Major Change	<input type="checkbox"/> Shed
<input type="checkbox"/> Fence/Wall	<input type="checkbox"/> Other
<input type="checkbox"/> Painting House/Trim Color Change	<input type="checkbox"/> New Home Construction
<input type="checkbox"/> Structural Modifications - Exterior	<input type="checkbox"/> Schedule

For requirements: The Handbook of Architectural Standards for Colonial Club Estates Property Owners Association, Inc.

Describe Architectural Change(s): _____

Acknowledgment of Owner Applicant

I understand that I, the homeowner, must submit an application to the Association for any architectural changes. I understand that the application does not guarantee approval and any approval must be in writing and received prior to making any changes which are sought in this application. Please allow up to 30 days from receipt of form, for ARB approval. Architectural approval does not certify the construction worthiness or structural integrity of the proposed changes.

I further understand that any digging shall require that the appropriate utilities be contacted prior to digging. I understand that I must follow all building codes, regulations, and set back requirements. I also understand that building permits may be required. I further acknowledge that I may not deviate from the plans submitted and that any new variation will require a new application. I also understand that as the owner of subject property I am also liable for any damage that might result during the accomplishment of these changes.

Signature of Property Owner: _____ Date: _____

For Association Use Only

Date Sent to Committee/Board: _____

Date Received: _____

Date Response Sent to Owner: _____

Application Status: ° APPROVED ° DENIED

Processed By: _____

Signature: _____

Signature: _____

Signature: _____