

# Chadbury Village Architectural Review Request

(revised 10/2019)

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To: Architectural Review Board  
Chadbury Homeowners Association  
P.O. Box 1991  
Mount Pleasant, SC 29465

**(CAN BE EMAILED TO [hoa@chadburyvillage.com](mailto:hoa@chadburyvillage.com))**

Owner: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Please complete the following information for approval:

Type of improvement, addition, fence, and shed, etc.: \_\_\_\_\_

Work to be performed by: \_\_\_\_\_

Estimated date of commencement: \_\_\_\_\_

Description of materials to be used: \_\_\_\_\_

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Signature

Date

IMPORTANT! As per the community’s CCR document, the Board has 30 days to decide on each application (See Article V). No work may begin until a decision has been reached and the owner is notified of that decision.

Please attach the following to this application:

- 1) For fences, additions, sheds, porches, patios, concrete walkways or driveways:
  - a) A plot plan of the property showing the exact location of the improvement, indicating gates/doorways.
  - b) Working drawings showing construction specifications and complete elevations of the improvement.
- 2) For paint/siding/shingle changes: Attach labeled color chips or a small sample of the siding/shingle/paint to be used.
- 3) For all other changes including satellite dishes, cosmetic changes, etc. attach a complete design description the item/material, including a full picture.

INCOMPLETE APPLICATIONS WILL BE RETURNED.

ACKNOWLEDGEMENT OF ENCROACHMENT RESPONSIBILITIES AND LIABILITIES: I understand that if requested construction results in the encroachment of bordering easements of the recorded property lines of my lot, I assume full responsibility for its removal and/or replacement in the event maintenance access is required.

Signature	Date

**Upon receipt of this request document and all supporting documentation, you will receive an acknowledgement from the Board. If you do not receive an acknowledgement promptly (within 3 days) please contact the board to ensure that your application was received. The board’s period of review will commence when your request is received and acknowledged.**