

Village at Palmetto Greens HOA, Request for Architectural Review

PLEASE PRINT

OWNER NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

MAILING ADDRESS (if different): \_\_\_\_\_

PHONE: \_\_\_\_\_ LOT #: \_\_\_\_\_

Email: \_\_\_\_\_

Description of request & scope of work to be completed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please attach the proposed changes or additions you wish to make to your property. Include a copy of your property plat and indicate the exact location of proposed change or addition, distance to property lines from proposed change or addition, dimensions of backyard property, and relevant surrounding features. In addition, this request must include a sketch with the following information: style, dimensions, and material, color of the proposed change or addition, and the proposed construction time schedule. Requests for repainting must include a color sample. Should the Architectural Review Committee require additional information; your request will be deferred until additional information is received.

Notes:

- Requests from an owner with delinquent assessment accounts will be denied on the basis of the account delinquency. Once the assessment account is in good standing, the Architectural Review Committee will promptly review and act on the request.
- The owner understands and agrees that no work in this request shall commence until written approval by the Architectural Review Committee is received (please allow up to 45 days for review).
- Once approved, construction must be completed in a timely manner and must be done in a way that does not unreasonably interfere with neighboring properties.
- Applicant has responsibility for removal, in a timely manner, of any debris resulting from construction.
- Construction must meet all zoning, building codes, and laws of the county. For further information regarding zoning, call (843) 915-5340, and for building permits and codes call (843) 915-5090. Further, nothing herein contained shall be construed as a waiver or modification of an such code or law.
- Where applicable, utility easements are to be marked before excavation is started. This service is provided free of charge by SC811, phone number (888) 721-7877. Please note there is a FINE if underground cables or conduits are severed.
- Misrepresentation of any items in this request, either oral or written, may void any approval by the Architectural Review Committee.

I have read the Architectural Control Guidelines. This proposed change or addition meets the requirements and standards specified in these guidelines.

This form and all required and necessary paperwork should be submitted to Property & Association Management Co., via mail, email or in person to the office:

Mail to: PO Box 395, Little River, SC 29566  
Email to: [pamcompanyinc6@gmail.com](mailto:pamcompanyinc6@gmail.com)  
Deliver in person to: 2126 Highway 9E, Suite G4, Longs, SC 29568

Owner Signature: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

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Date sent to Architectural Review Committee by Management Company: \_\_\_\_\_