

SUNSET HARBOUR, POA

P. O. Box 395

Little River, SC 29566

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Dear Owners,

Attached is Sunset Harbour POA Non-Structural Modifications Form. Prior to making any changes to your home you will need to complete and submit the attached form. Please review the Sunset Harbour POA Handbook for questions regarding guidelines of what is allowed within the community. Please do not use the contact information on the form. The correct contact information is listed above.

If you have any questions, please contact our office.

Sincerely,



Pam Bane

Property & Association Management, Inc.

Enclosures

Non-Structural Modifications Approval Form for Existing Property

Lot# _____ Date: _____

Property Owner's Name: _____

Mailing Address: _____

Phone: _____ Cell: _____ Fax: _____

Email: _____

Date the projected is to begin: _____ ending time 6 months from the listed date.

A. New Construction _____ (Application Fees Required) B. Remolding Existing Home _____ (No fee applicable for non-structural submittal)

Please check the type of approval being requested for review by the ARB.

| | | | |
|---------------------------|-------|----------------------|-------|
| Painting/Staining/Coating | _____ | Flag Pole or Banner | _____ |
| Outdoor Lighting | _____ | Landscaping | _____ |
| Driveway/Walks | _____ | Shutters | _____ |
| Porch Enclosures | _____ | Playground Equipment | _____ |
| Gutters & Downspouts | _____ | Fence/Wall | _____ |
| Door (Entry & Garage) | _____ | Other | _____ |

Description of the Non-Structural Modification:

Provide City of NMB permit(s), if applicable to the job modification.

- Submit plot survey and plans in duplicate showing location of house, property lines, and easements to the Management Company who will submit them to the ARB for review.
- Submit color chips, sample material or photos with this application if appropriate.
- Submit only printed copy of brick sample, do not include a brick or brick chips.
- The ARB will make routine inspections to verify compliance with approved changes.
- Modifications are to follow all Architectural Control and Siting per Covenants or be subject to the fining process.
- Approval of the modification is valid for 6 months, only Owner accepts the terms of this agreement.

Signature of Property Owner: _____ Date: _____