

ARCHITECTURAL REVIEW BOARD
Woodbury Park Homeowners Association
WOODBURY PARK

Request for ARB Approval for Home Improvement or Modification

**PLEASE NOTE THAT NO REQUEST WILL BE CONSIDERED WITHOUT COPY OF PLAT
AND COMPLETE PROJECT DETAILS!**

The following is to be completed by the Homeowner:

Name of Homeowner : _____

Address of Property: _____

Telephone: _____

Description of request:

** Please review and follow the attached Architectural Guidelines**

Start date of Project: _____

Estimated

Completion Date: _____

In order to process your request within 30 days, please note the following:

Payment of all Association fees must be current (past and current years).

No violations or outstanding fines are to be associated with your property.

A copy of the plat or a detailed sketch showing the modifications or additions with dimensions must be attached.

Important: Approval from the Woodbury Park ARB Committee does not exclude homeowners from obtaining the required permits and encroachment approvals for utility and drainage easements from the City of Charleston for modifications. Copies of approved plans, building permits and zoning approvals must be submitted to the ARB Committee prior to commencement of any improvements or modifications. The ARB Committee reserves the right to impose fines and require the removal of structures that have not been reviewed and approved by the Committee.

Signature of

Homeowner: _____

_____ Date: _____

Please submit this application and required documents to: Woodbury Park Home Owners Association, C/O Spectrum Properties, Inc., Attn: Victoria Hays, 1126 Lango Ave, Charleston, SC 29407; Tel: (843) 766-1606 x. 101; Fax: 852-3400 email: vhays@spectrumproperties.biz