

ARCHITECTURAL REVIEW BOARD
Johns River Creek Homeowners Association

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 _____ Date _____

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 Johns River Creek 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: _____

Email: _____

Please submit this application and required documents via mail, fax or email to:
Johns River Creek Homeowners Association, c/o Spectrum Properties, Inc.,
Attn: Victoria Hays 1126 Lango Ave, Charleston, SC 29407
Fax to: (843) 852-3400,
Email: vhays@spectrumproperties.biz.

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- Approved**
- Denied**

TO BE COMPLETED BY the Johns River Creek ARB:

Date Received by Spectrum Properties: _____

Date received by the Johns River Creek HOA: _____

Documents Received:

- Application
- Drawings and Descriptions
- Plat

Request approved with the following conditions:

Additional information required:

Not approved for the following reason(s):

ARB Signatures:

_____	_____
_____	_____

Date of ARB Action: _____

Date Homeowner Notified: _____

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Review and Approval of Plans and Landscape Plans: Any person desiring to make any improvement, alteration or change to their residence must submit the plans and specifications therefore which plan shall include but are not limited to the following:

1. A site plan showing the location of all proposed and existing structures on the Lot including building setbacks, open space, driveways and walkways, etc.
2. Specifications of materials, color scheme, lighting schemes and other details affecting the exterior appearance of all proposed structures and alterations to existing structures.
3. Plans for grading.
4. Fence Specifications – Four or six foot – four feet backing up to or on any ponds. The height must be consistent on all sides of the fence unless approved by the ARB. Materials allowed – wood, privacy or picket, dog-eared, flat top. Natural colored stain or painted Charleston Green is allowed. Black aluminum is also allowed. No fences are permitted to be installed on the front of any property. All fences may only be installed within four feet of the rear corners of your main house unless otherwise approved by the ARB. All fences must be installed within or on owner's property lines, no fences are permitted to be installed on any easement due to the possible need for access for maintenance. Residents are required to locate **ALL PROPERTY MARKERS** before proceeding with installation.