

ARCHITECTURAL REVIEW BOARD
The Landing at Grande Oaks

Request for ARB Approval for Home Improvement or Modification

The following is to be completed by the Homeowner:

Name of Homeowner _____ Email _____

Address of Property _____ Telephone _____

Description of Request _____

**Any approved fencing must maintain 3" of clearance from the final grade and may not alter or change drainage in anyway.*

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 Landing at Grande Oaks 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.

If you are constructing a fence or other structure that may impact the irrigation system, please select below:

- I would like the HOA's landscape contractor to mark my sprinkler heads (cost \$95, added to your monthly HOA fee) OR
- I do not need my system marked and accept responsibility if any irrigation lines are damaged during my project.

Signature of Homeowner: _____ Date: _____

Please submit this application and required documents to: The Landing at Grande Oaks HOA, C/O Poston & Co., 635 Rutledge Ave Ste 105, Charleston, SC 29403; Tel: (843) 937-6851; Fax: 853-5340; Email: jhaynie@postonco.com

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- Approved**
- Denied**

TO BE COMPLETED BY The Landing at Grande Oaks ARB:

Date Received by Manager: _____

Date received by The Landing at Grande Oaks ARB: _____

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 (this shall specifically include the location of any satellite dish or disk.
2. A floor plan
3. Exterior elevations of all proposed structures and alterations to existing structures, as such structures will appear after all backfilling and landscaping are completed.
4. Specifications of materials, color scheme, lighting schemes and other details affecting the exterior appearance of all proposed structures and alterations to existing structures.
5. Plans for grading.

The plans and specifications shall be submitted to the Declarant or LGOARB which shall evaluate such plans and specifications.