

ARCHITECTURAL REVIEW COMMITTEE APPLICATION

OAKVIEW, POA

Please complete this application form and forward, with requested information, to the Architectural Review Committee (ARC). Please do **NOT** commence work until you receive approval of your application from the ARC.

Date of Application _____ / _____ / _____

Applicant's Printed Name _____ Applicant's Signature _____

Cottage # _____ Phone Number (_____) - _____ Email Address _____

APPLICATION FOR: Exterior Painting Landscape Installation Roofing
 Recreational Equipment Tree Removal/Trimming Other _____

Description of Project:

Please provide a description of what changes will be made. Applications must include all that are applicable to your project type including but not limited to: lot survey, site plans, diagrams, color sample photos, material specifications, and any other information that will help to adequately describe the proposed project. Detailed submissions decrease the likelihood of delays due to further information being requested for review. All landscaping plans must include the size, number and type of plants to be approved.

Failure to provide complete information will delay the approval process.

NOTE: It is the property owner's responsibility to ensure that all requests conform to applicable zoning and building regulations and that approved projects are properly permitted in accordance with all city, state and municipal requirements.

ATTACHMENTS SUBMITTED BY PROPERTY OWNER

- Written description of project (above)
- Lot survey copy showing location of addition or installation (if applicable)
- Specifications (i.e. copies of plans indicating dimensions, materials, colors etc.)
- Other (i.e. pictures, brochures, etc.)
- All applicable fees and deposits according to Oakview's ARC Guidelines (personal check only)

Please review Oakview's ARC Guidelines/Rules and Regulations prior to submission.

This Document can be found online at www.imchhi.com/oakview.

Only 1 Request Per Application

Oakview, POA
c/o IMC Resort Services, Inc.
Attn: Oakview Architectural Review Committee
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Hilton Head Island, SC 29928
oakviewarc@gmail.com