

Chapel Park
Architectural Review Board Application

All exterior changes to the home must be approved by the Homeowner Association's Architectural Board (ARB). The ARB's job is to help maintain the high value of your assets and your home. This form must be submitted for any changes to the exterior of your home or property. (Example: fences, decks, Spas, play equipment, pools, paint changes etc...)

Submittal Date: _____

Homeowner Name: _____

Address: _____

Subdivision and Lot number: _____

Builder: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Please check one of the following:

Lagoon Lot Wooded Lot Standard lot (*backs to another lot*) Corner Lot

Please supply details including, but not limited to: Location, size, materials, color and estimated time for completion. Please submit a site survey for any additional structures with new structure drawn on survey. (Example: fence, play equipment, pools, and spas)

Guidelines:

In order to maintain a consistent streetscape in the community, the ARB is setting the following guidelines:

1. All fences and additional structures must receive ARB approval prior to changes/construction being made.
2. The ARB committee has the right to make individual variances to these requirements.
3. **Fences-** Fence heights must be uniform. The maximum fence height will be six (6) feet. Fences should be natural wood and constructed in a board on board shadow box style. Please see your Covenants and Restrictions for more information. Fences located on lagoons should be no higher than four (4) feet and constructed in a picket manner. Fencing on lagoons should not impede a neighbor’s view. Fences must be constructed in such a manner that the outward appearance is of the finished side. Fence starting positions must be consistent with your subdivision starting from the back corners of your home. If your lot is a corner home site or if your home site abuts common property, the fence may not extend past the building setback lines of the site that abuts the common area. Any installation of fencing which abuts another property, by nature of its existence, allows the abutting homeowner to tie-in, regardless of who paid for the original fencing. All fences along property should be landscaped in front of the fence to maintain the beauty of the community. It is the responsibility of the homeowner, or their contractor, to obtain a building permit from the appropriate municipality prior to starting a fence, once you have received ARB approval.

Please email or send application to:

Chapel Park HOA
 C/o ASI
 1040 William Hilton Parkway, Suite 200
 HHI, SC 29928

cschirra@asihhi.com

Homeowners will receive written notification of the Board’s decision within 60 business days. Once approved it is the homeowner’s responsibility to insure that the installation complies with the submitted and approved request.

For ARB use only:

Date received: _____

Date responded to Homeowner: _____

Approved / Denied Date Decision made: _____