

# BLACKBERRY CREEK HOMEOWNERS ASSOCIATION

## Request for Architectural Control Committee (ACC) Approval

### SECTION 1 TO BE COMPLETED BY HOMEOWNER

#### SECTION 1:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Requested Start Date: \_\_\_\_\_ Email Address: \_\_\_\_\_

Approx. Completion Date: \_\_\_\_\_

Description on Request:

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**Fences, pools, TV dishes, landscape, porches and decks, gas tanks and/or other screening, attach a sketch on a Surveyor's Plat showing the addition/modification. Attach any other descriptive material that will support or explain the request.**

#### Please Note:

- Your application will not be considered complete and ready for review unless application is submitted with a property plat and details about your modification.
- **Please allow 30 days for processing.** You will receive an official letter in the mail with the decision.
- Before digging you must call Palmetto Utility Protection Services (PUPS) 1-888-721-7877

I hereby request that the ACC review the above request. I agree not to begin work until I have written approval and to be responsible for ongoing maintenance and upkeep on the alteration or addition. Further, I agree all work will be in workmanship like fashion and comply with all building codes.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Owner Signature

### SECTION 2 TO BE COMPLETED BY ACC ONLY:

#### SECTION 2:

Date Received: \_\_\_\_\_

Request approved with the following conditions: \_\_\_\_\_

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Request not approved for the following reason(s): \_\_\_\_\_

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ACC Signatures: \_\_\_\_\_

Date of ACC Action: \_\_\_\_\_ Homeowner Notified: \_\_\_\_\_

#### Return Request To:

**Mail: Community Management Group – 349 Folly Rd, Ste. 2B, Charleston, SC 29412**

**Email: [Blackberry@cmgcharleston.com](mailto:Blackberry@cmgcharleston.com)**

**Fax: 843-795-8482**