

Sandpines

Architectural Control Committee Request

Request Date: _____

Homeowner Name(s): _____

Property Address: _____

Phone: _____

E-Mail: _____

Describe Proposed Improvement/Alteration: A copy of your **plat** showing all dimensions and location of improvement **must** be attached to be considered complete. Please list materials to be used, color samples, fence type/height, etc.

Name and phone # of Contractor: _____

It is your responsibility to make sure that your contractor receives and follows all guidelines and approval conditions. (Please see <http://fsresidentialcharleston.com/sandpines/> for all guidelines)

I have read my community's governing documents and believe I am in compliance with all Covenants and Restrictions. I also understand that it is my responsibility to verify all property lines, easements, city and county codes and ordinances. I understand that any permits required must be obtained and posted. I will not begin any projects until written approval has been received by the HOA. I can expect a response from the Committee within 30 days from the date the completed application is received.

Homeowner's Signature(s): _____

Send signed, completed application to:

Sandpines POA, Inc. 201 Sigma Drive Suite 350 Summerville, SC 29486

Phone: 843.795.8484 Fax: 843.278.6853

ACC request documents can also be submitted via email to sandpines.sc@fsresidential.com.

All supporting documents must also be attached to any online submittals.

Homeowners can submit and track requests through their online Sandpines HOA account when logged in under "ACC requests".

**Approvals will expire 60 days of approval date. Construction must be complete within 2 weeks of start date.