



The Gardens at Rose Reserve Homeowners Association

213 E. Butler Road, Suite E2,
Mauldin, South Carolina 29662

Tel: (864) 568-5800
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Email: rosereserve@hoapartner.com

ARCHITECTURAL REQUEST FORM

***ARC improvements will NOT be approved unless homeowner is in good standing financially with HOA.

Owner Name: _____ Lot No: _____

Address: _____

Email: _____

Phone #: (home) _____ (work) _____ (cell) _____

Date Submitted: _____ Est. Date of Project Completion: _____

CATEGORY OF IMPROVEMENT/ALTERATION

Check one or more categories:

____ Landscaping ____ Play Equipment ____ Windows ____ URGENT
____ Structure ____ Doors (leaking roof, damaged tree etc.)
____ Fence ____ Tree Removal ____ Roof/Shingles ____ RESUBMITTED
____ Other (Please Specify) _____ (with requested changes)

Information ACC requires to proceed with your request:

PLEASE NOTE: Failure to provide all required information will result in the return of your request. Please refer to the Design Standards/Covenants regarding your request.

____ Site Plan Available at <http://www.gcgis.org/apps/greenvillejs/> Enter your details in the parcel search & print the aerial view of your lot
____ Indicate location of improvement/alteration on site plan – (Must be included for review)
____ Grading/landscaping plan (if applicable)
____ Include photo, brochure or sketch of improvement
____ Material listing (including colors etc.)
____ Contractor/Installer quote and any design/installation notes

FENCE INSTALLATION:

Check all that apply

PLEASE NOTE: Chain Link Fences are NOT permitted. .

Fence Height: ____ 6' Fence Style: ____ Privacy ____ Picket ____ Shadow Box (dog-eared)
Fence Height: ____ 4' Materials: ____ Wood ____ White Vinyl

DETACHED BUILDING INSTALLATION:

____ May not exceed 1 ½ story in height
____ Shall be constructed of materials matching or complementing main dwelling on lot
____ Shall be located in back yard

FOR OFFICAL USE ONLY

APPROVED: _____ ACC Member 1 2 3 / _____ Date / Date Sent to ACC: _____

DENIED: _____ ACC Member 1 2 3 / _____ Date / Date Sent to H/O: _____

Reason for denial/approval condition: _____

ACC response to inquiry is required within 30 days. Applications may be mailed, faxed or emailed.

All complete requests are sent to ACC on day of receipt of a complete application – Notice of approval is prepared upon receipt of ACC decision.

You are advised not to sign a contract or pay a deposit until your application has been approved.