



Firethorne Owners Association, Inc.

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

Tel: 864-568-5800
Fax: 864-568-5802 x 2

Email: firethorne@hoapartner.com
Web: www.hoapartner.com/firethorne

ARCHITECTURAL REQUEST FORM
(homeowner must be in good standing to receive ARC approval)

Owner Name: _____ Lot No: _____

Address: _____

Phone #: _____ Email: _____

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

CATEGORY OF IMPROVEMENT/ALTERATION

Check one or more categories:

- Landscaping
- Structure
- Fence
- Play Equipment
- Sun/Screened Room
- Tree Removal
(replacement tree planting recommended)
- Windows/Doors
- Roof/Shingles
- Solar Panels
- URGENT
(leaking roof, damaged tree etc.)
- RESUBMITTED
(with requested changes)
- Other (Please Specify) _____

Information ARC 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 ARC Manual/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 (must show full dimensions)
- Material listing (including colors etc.)
- Contractor/Installer quote and any design/installation notes

PLEASE NOTE: Vinyl and Chain Link Fences are NOT permitted.

FENCE INSTALLATION: Check all that apply
 Materials: Wood Metal
 Fence Height: 4' 6' Fence Style: Privacy Picket Shadow Box
 Fence Design: Scalloped Upward Straight Top

DETACHED BUILDING INSTALLATION (outbuildings must be no greater than 192 sq ft):

- May not exceed 1 1/2 story in height
- Shall be constructed of materials matching or complementing main dwelling on lot (i.e. siding/shingles)
- Shall be located in back yard

FOR OFFICAL USE ONLY

APPROVED: _____ ARC Member / _____ Date / Date Sent to ARC: _____

DENIED: _____ ARC Member / _____ Date / Date Sent to H/O: _____

Reason for denial/approval condition: _____

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

All complete requests are sent to ARC on day of receipt – Notice of approval is prepared upon receipt of ARC decision.
You are advised not to sign a contract or pay a deposit until your application has been approved. Photo must be submitted after project completion.