



P. O. Box 1114  
Simpsonville, SC 29681

Attn: George Arabea  
Email: [gaarabea@gmail.com](mailto:gaarabea@gmail.com)

### **ARCHITECTURAL REQUEST FORM**

Owner Name: \_\_\_\_\_ Lot No: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Est. Date of Project Completion: \_\_\_\_\_

### **CATEGORY OF IMPROVEMENT/ALTERATION** Check one or more categories:

\_\_\_\_ Landscaping      \_\_\_\_ Play Equipment      \_\_\_\_ Windows/Doors      \_\_\_\_ Structure  
\_\_\_\_ Sun/Screened Room      \_\_\_\_ Roof/Shingles (leaking roof, damaged tree etc.)      \_\_\_\_ Fence  
\_\_\_\_ Tree Removal (replacement tree planting recommended)      \_\_\_\_ Other

Description:

---

---

---

---

### **Information ARC requires to proceed with your request:**

PLEASE NOTE: Failure to provide all required information may 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 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 scope of work and any design/installation notes (blackout out \$ quotes)

### **FENCE INSTALLATION:** Check all that apply PLEASE NOTE: Chain Link Fences are NOT permitted.

Materials: \_\_\_\_ Wood \_\_\_\_ Metal      Fence Height: \_\_\_\_ 4' \_\_\_\_ 5' \_\_\_\_ 6'  
Fence Style: \_\_\_\_ Privacy \_\_\_\_ Picket \_\_\_\_ Shadow Box  
Fence Design: \_\_\_\_ Scalloped Upward \_\_\_\_ Scalloped Downward \_\_\_\_ Straight Top

---

**FOR OFFICAL USE ONLY:**      APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ ARC Member \_\_\_\_\_

Date Submitted to ARC: \_\_\_\_\_ Date Sent to H/O: \_\_\_\_\_

Reason for denial/approval condition: \_\_\_\_\_

**ARC response to inquiry is required within 45 days.** Applications may be mailed, 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