

ARCHITECTURAL REVIEW COMMITTEE (ARC)  
APPLICATION FORM (Non-residence)

Date: \_\_\_\_\_  
Development: \_\_\_\_\_  
Lot No: \_\_\_\_\_  
Homeowner's Name: \_\_\_\_\_  
Property Address: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

CONTRACTOR (if applicable):

Address: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_  
Phone: (Day) \_\_\_\_\_

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Approval is hereby requested to make the following improvements to my property. I understand that ARC applications are reviewed within 5 – 7 business days. The review period does not commence until all documentation is received by the ARC. I also acknowledge that work **will not** commence on this improvement until notification of approval has been received from the ARC. This approval is only good for one (1) year from date of approval.

Improvement Description:

**Signed:** \_\_\_\_\_

\*\*\*\*DO NOT WRITE BELOW THIS LINE\*\*\*\*

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

Approved: \_\_\_\_\_

Denied/Tabled: \_\_\_\_\_

Comments:

**To complete this application, the homeowner must submit:**

A completed application form w/ addendum pertinent to the improvement.  
A description of the proposed improvement  
Property site plan, drawing, pictures, etc. as applicable in the list below,  
depending on the project.

**Applications are typically reviewed within 5 -7 business days of submittal  
and can be submitted in the following ways:**

**Email, Drop off/Mail:**

[maygreenarc@gmail.com](mailto:maygreenarc@gmail.com)

6121 Charlotte Hwy., York, SC 29745

**Fences**

Type and Height of fence (include a picture if available)  
Site plan with fence location (gate locations) with measurements and setback  
measurements from side and rear property lines  
Color

**Pools**

Site plan with pool and pump equipment location in relation to house and  
setbacks to the side and rear property lines and required screening/fencing  
around perimeter of pool.  
Contractor drawing/conception and information (include a picture if  
available).

**Sheds/Auxiliary Buildings**

Site plan with building location (must be behind rear corner of house),  
including setback measurements from side and rear property lines.  
Building design/plan w/ measurements and materials used (include a picture  
if available).  
Color (must match the colors of the house siding and roof)

**ALL OTHER IMPROVEMENTS**

Must include site plan showing the location and applicable dimensions and  
setbacks  
Pictures, drawings, etc. of the addition/improvement

Please note: Improvements must also follow all applicable County building  
and zoning ordinances. Please be advised that you are responsible for  
obtaining any required York County permits and ensuring that your plans do  
not violate any applicable County building codes.

**Application Form Addendum**

Fences:

Type \_\_\_\_\_  
Height \_\_\_\_\_  
Color \_\_\_\_\_  
Picture Included (Y)\_\_\_(N)\_\_\_  
Site Plan Included (Y)\_\_\_\_\_ (N)\_\_\_\_\_

Pools:

Size \_\_\_\_\_  
Installer \_\_\_\_\_  
Picture Included (Y)\_\_\_(N)\_\_\_  
Fencing (Y)\_\_\_\_\_ (N)\_\_\_\_\_  
Landscape Screening(Y)\_\_\_(N)\_\_\_  
Site Plan Included (Y)\_\_\_\_\_ (N)\_\_\_\_\_

Auxiliary Building/Shed:

Design plan w/ measurements Included (Y)\_\_\_(N)\_\_\_  
Color (must match house siding & roof) \_\_\_\_\_  
Material Used (siding and roof) \_\_\_\_\_  
Picture Included (Y)\_\_\_(N)\_\_\_  
Site Plan Included (Y)\_\_\_\_\_ (N)\_\_\_\_\_

Other Improvements:

Type of Improvement \_\_\_\_\_  
Pictures of Improvement Included (Y)\_\_\_(N)\_\_\_  
Site Plan Included (Y)\_\_\_\_\_ (N)\_\_\_\_\_