

HOA Community Mgt LLC, Managing Agent for Townes @ Riverwood Farm HOA  
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## Townes @ Riverwood Farm Architectural Request

May be mailed, faxed, or emailed to [arcdocs@hoaupstate.com](mailto:arcdocs@hoaupstate.com)

Owner Name: \_\_\_\_\_ Address: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Phone #: (home) \_\_\_\_\_ (work) \_\_\_\_\_

### Category of Improvement

Check one or more categories:

\_\_\_\_ Landscaping    \_\_\_\_ Structure    \_\_\_\_ Satellite Dish    \_\_\_\_ Fence  
\_\_\_\_ Other (Please specify) \_\_\_\_\_

**FULL GLASS STORM DOORS ARE PRE-APPROVED, DOOR MUST HAVE WHITE OR BURGUNDY TRIM**

### 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 covenants regarding your request*

- \_\_\_\_ Site Plan Available at [www.greenvillegov.org](http://www.greenvillegov.org) Select Real Property Search to view & print an aerial view of your lot
- \_\_\_\_ Indicate location of requested improvements on site plan – (Must be included for review)
- \_\_\_\_ Grading/landscape plan (if applicable)
- \_\_\_\_ Include photo, brochure or sketch of similar improvement
- \_\_\_\_ Material listing (including colors, etc.)

#### FENCE INSTALLATION: WOOD FENCES ONLY

*Check all that apply:*

Fence Height: \_\_\_\_ 4' \_\_\_\_ 6'

Fence design: \_\_\_\_ Shadow Box \_\_\_\_ Scalloped Upward    Fence Color: \_\_\_\_\_

**FENCING OF WHITE COLOR IS NOT PERMITTED WITHIN THE COMMUNITY.**

**ONLY APPROVED WOODEN FENCE COLOR – SHERWIN WILLIAMS – WOODSCAPES, BELVEDERE TAN #3002  
OR WITH A CLEARCOAT WEATHERPROOFING. FENCE MUST BE STAINED WITHIN 30 DAYS OF COMPLETION**

Estimated Start date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

APPROVED	_____	ACC Member	_____	Date
	_____	ACC Member	_____	Date
DENIED:	_____	ACC Member	_____	Date
	_____	ACC Member	_____	Date

Reason for denial: \_\_\_\_\_

Upon completion, these modifications are subject to Board inspection for compliance. Owner will be required to make the necessary changes within 30 days to be in compliance with the approved architectural request. Please review the covenants Article VII, pages 12-16 regarding Architectural Review for detailed information.

#### **ARC Response to inquiry within 45 days**

**All complete requests sent to ARC on date of receipt – Notice of approval prepared upon receipt of ARC decision  
Our office cannot provide status updates on pending ARC Requests.**