

Village Creek Association

Request for Board Approval for ANY exterior change to Property

Items 1 through 8 are to be completed by the homeowner.

1. Name of Homeowner _____ 2. Date of Request _____

3. Address _____ 4. Telephone _____

EMAIL: _____

5. Description of Request _____

6. **Submittal must include pictures, sketch/drawing or elevations of modification and name, company, number, email of licensed contractor performing work. All projects required to obtain Town permit, must do so.**

7. Requested start date _____ 8. Approximate completion date _____

PLEASE ALLOW 30 DAYS FOR PROCESSING THIS REQUEST

Below to be completed by The Board

- APPROVED without conditions
- APPROVED with the following CONDITIONS:

- ADDITIONAL INFORMATION REQUIRED

- NOT APPROVED for the following REASON:

Board Signature(s)

Date of action _____ Date Homeowner Notified _____

Mail completed form to Village Creek Assoc, 1340 Ben Sawyer Blvd Suite G, Mt. Pleasant SC 29464
or email Nancy at nancy@charlestonpms.com