

**LAKE CHARLESTON MAINTENANCE ASSOCIATION**

**MASTER ASSOCIATION DESIGN REVIEW BOARD APPLICATION:**

**MISC/OTHER**

**Date Submitted:**

**Received by:**

DATE: \_\_\_\_\_ Phone: \_\_\_\_\_ HOME OWNER NAME: \_\_\_\_\_

DRB for: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_:

**Choose one:**

Contractor is doing installation

Homeowner is doing installation

**Provide Site Plan Drawings and/or Survey detailing *\*SPECS AND DIMENSIONS\****

**Improvement Description:** \_\_\_\_\_

**Location:** \_\_\_\_\_ **Type :** \_\_\_\_\_

**Other Details:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- **Structural Improvement-** Requires site plan drawings and/or survey with improvement specifications, materials used and setback requirements. Roof Tiles must match existing roof on structure.

**Initial to ensure that you have attached each one:**

\_\_\_ Proof of Contractors license and Insurance (Workers Comp & Liability with your name & address as certificate holder)

\_\_\_ Printed color photos showing full frontal of home and area to be improved at time of application

\_\_\_ Site plan, Diagram or marked Survey.

**APPROVALS ARE GIVEN BY THE DESIGN REVIEW BOARD (DRB) AND ARE NECESSARY PRIOR TO WORK COMMENCEMENT! The DRB must provide a decision within 30 days of date stamped on this application and the project must be completed within 120 days of it. I hereby certify that this application is in accordance with the current LCMA Rules and Regulations (R&R) with all requirements attached to this application and consent is given to LCMA employees to access property regarding this application.**

**PLEASE NOTIFY THE LCMA MANAGEMENT OFFICE UPON COMPLETION TO HAVE YOUR PROJECT INSPECTED.**

Homeowner signature X \_\_\_\_\_ DATE: \_\_\_\_\_

Homeowner signature X \_\_\_\_\_ DATE: \_\_\_\_\_

**LCMA STAFF ONLY do not mark beneath this line**

APPROVED as submitted.

APPROVED subject to:

\_\_\_\_\_

DISAPPROVED because it does not conform to the aesthetics of the Sub-Division and/or Community as per Article X Section 2.

DISAPPROVED because it does not conform to the Rules and Regulations and/or Covenant Restrictions:

\_\_\_\_\_

INCOMPLETE - Please resubmit and include the following information:

**REVIEWED BY:**

**Date:**