

Mixson Assembly

Architectural Review Application

Mixson Assembly, Inc.
812-A Johnnie Dodds Boulevard
Mount Pleasant, SC 29464

Date Received: _____

Board Review: _____

Phone: 843.352.9922 (RD Neal)
E-Mail: trey@rdnmanagement.com

Approved: _____

Unapproved: _____

In accordance with the Association's governing documents and Mixson Assembly Architectural Design Guidelines, I hereby apply for written approval to make the following exterior alterations/changes to my property

NOTE: This form should be completed in its entirety and returned to the Association Management Company.

PROPERTY INFORMATION: (Section must be completed)

Name of Owner: _____

Property Address: _____

Phone Number: _____

E-Mail or Alternate Contact Information: _____

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PROPOSED IMPROVEMENT/ALTERATIONS: *Please check all that apply*

Parking, Paving

Landscape or Tree Removal

Patios

Deck or Screened Porch

Signage and/or Lighting

Additions & Alterations to Unit

Wall and Fence

Other (please list)

DESCRIBE PROPOSED IMPROVEMENT/ALTERATION: *Please attach additional sheets if necessary.*

AUTHORIZATION TO VISIT PROPERTY: Site visits to the property by the Association are essential to process this application. The Owner, as signed below, hereby authorizes the Association and/or Manager to visit and photograph the property referenced on this application.

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PLEASE COMPLETE THE FOLLOWING:

- Send on original, signed, completed application to:
RD Neal Property Management, LLC 812-A Johnnie Dodds Boulevard, Mt. Pleasant, SC 29464
or E-mail to trey@rdnmanagement.com
- Attach pictures of materials (i.e. fencing/wood/etc.)
- Plat with the highlighted lot/home
- Work to be completed by (self or company name): _____
- Estimated time complete project: _____
- For new construction/additions, send site plan with area modification clearly marked, picture of items to be installed or constructed, and color samples.
- Attach a non-refundable \$150.00 check for ARB Review & a \$300.00 check for Compliance Deposit (refunded after additions meet ARB Guidelines). Please make checks payable to **Mixson Assembly**.

APPLICANT'S AGREEMENT & SIGNATURE:

I have read the Community's governing documents and believe I am in compliance with all Covenants and Restrictions & Design Guidelines of Mixson Assembly. I also understand that it is my responsibility to verify all property lines, easements, and city and county codes and ordinances. I understand that any permits received by the ARC will be obtained and posted. I will **not** begin any projects until I receive approval from the ARC. I can expect a response from the Association **30 days** from the date the application is received by RD Neal Property Management, LLC.

Owner's Signature: _____

Date: _____

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*For ARB Use Only:

Notes for Unapproved Requests:
