

16. Application for Property Improvements

Submit to: Architectural Standards Committee, Wexford Plantation, Village at
Wexford – J-18, 1000 William Hilton Parkway, Hilton Head Island, SC 29938
Tel: 843-686-8820. Fax: 843-686-8819

Submission Date: /

Applicant Information:

Property Owner: (Print) _____ Telephone:

Wexford Address: _____

Mailing Address if Different: _____

Email Address: _____

The undersigned Property Owner (or Owner’s representative) requests ASC approval to perform property improvements at the residential structure located at above legal address.

- Application Fee – determined by the scope of work, due before final approval.
- Escrow Deposit – determined by scope of work.
- Color photos or discs showing all four sides of existing residence.
- Nature, color, type, shape, height of materials and location.
- Dimensioned architectural drawings (depending on scope of work, a licensed architect may be required).
- Site plan showing impact on existing vegetation (if applicable).
- Revised landscape plans (if applicable) (must meet current landscape guidelines).

Contractor Information:

Contractor: _____ Tel: Fax:

Contractor Address: _____

Project Manager: _____ Tel:

Email Address: _____

Once the project has been approved, the contractor must obtain the Wexford Plantation Property Improvement Permit obtained from the ASC Administrator.

Upon completion of the project is the ASC will complete a final inspection.

Property Owner’s Signature /

Approval: ASC Administrator’s Signature /