



Property Management, Inc.  
Commercial and Residential Property Management

Return Complete Packet to:  
**Woodburn Club Homeowners Association**  
[Woodburnclubhoa@gmail.com](mailto:Woodburnclubhoa@gmail.com)  
211 Woodburn Club Lane  
Spartanburg, SC 29302

## Woodburn Club Architectural Review Consent

Homeowner Name: \_\_\_\_\_

Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: Home \_\_\_\_\_ Cell \_\_\_\_\_

Email Address: \_\_\_\_\_

### Category of Improvement

\_\_\_\_ Landscaping \_\_\_\_ Fence/Wall \_\_\_\_ Satellite Dish \_\_\_\_ Patio \_\_\_\_ Roof \_\_\_\_ Other \_\_\_\_ Ext. Painting

### Checklist/Items Attached to Request:

\_\_\_\_ Site Plan \_\_\_\_ Landscaping Plan \_\_\_\_ Photo/Brochure/Sketch

**Clear, concise written description of work to be done:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Materials to be used (Including WC approved paint colors):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Contractor:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Alterations must be done in a “good & workmanlike manner, utilizing approved methods and good quality materials.” – Woodburn Club By Laws**

**Date Received:** \_\_\_\_\_

**Approved as Written:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved with Contingencies:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Denied as Written:** \_\_\_\_\_

\_\_\_\_\_

**Woodburn Club  
Architectural/Lot Improvement "Easement" Waiver**

**Any lot improvement made or installed within an easement is at the Owners' risk regardless of the approval by the Architectural Control Committee. If for any reason repairs and /or maintenance are required in the easement, any improvement(s) that are removed will not be reinstalled by the utility company or contractor.**

**This document is an acknowledgment that I/we, \_\_\_\_\_,**

**The owner(s) of the property located at \_\_\_\_\_, Spartanburg, SC, within the community of Woodburn Club understand that if any portion of any improvement extends into a drainage/and/or utility/and/or sewage easement, I accept full responsibility of any cost to remove, replace or repair this improvement if the utility company, developer, HOA, or other authorized parties needs to gain access to that area by removal of said improvement. Any of the aforementioned parties may also request at any time that the improvement within the easement be removed permanently.**

**Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_**

**Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_**

**Address: \_\_\_\_\_**