

# STONEHEDGE ON THE HILL

A RESIDENT OWNED COMMUNITY (727) 934-7917 Fax (727) 942-4976

## Request to Make Additions or Changes Form

THIS CHANGE FORM AND ANY ACCOMPANYING PAPERWORK MUST BE SUBMITTED NO LESS THAN 2 (TWO) WEEKS PRIOR TO THE START OF ANY PROPOSED CHANGES TO, OR AROUND, THE OUTSIDE OF THE UNIT.

**\*\*NOTE: NO WORK MAY BE STARTED (or ALTERED if changes are made during construction) UNTIL FINAL APPROVAL IS RECEIVED. \*\***

Owner (print): \_\_\_\_\_ Date: \_\_\_\_\_ Unit # \_\_\_\_\_

Phone # \_\_\_\_\_

**DESCRIPTION OF WORK REQUESTED:** Explanations must be detailed, including measurements & diagrams, with changes or additions clearly highlighted when applicable (use separate sheet for drawings if needed):

**CONTRACTOR (name and #):** \_\_\_\_\_

**Approximate start date:** \_\_\_\_\_ **Approximate # of days to complete job** \_\_\_\_\_

*By submitting this form, owner gives consent for members of the SRI Architectural Committee to conduct a site visit that may include entering the site for the limited purpose of obtaining additional information, measurements, etc., if needed, specifically related to the proposed change or addition. If approved, by signing this form the owner gives consent for members of the SRI Architectural Committee to conduct a site visit that may include entering the site for the purpose of ensuring that additions or changes made comply and are consistent with the approval issued.*

**Working Hours: Mon-Sat 8AM- 6PM NO SUNDAYS**

- Stonehedge is not required to provide permits for work. All work that requires a permit (City or County) is the full responsibility of the owner. A copy of the PERMIT must be turned into the Office and a COPY MUST BE POSTED ON THE UNIT.
- The job site **MUST** be kept clean daily (free from any potential flying debris and dust), and ALL work materials (and signage) must be removed immediately following completion of the job.
- Changes in painting colors from the current **MUST** be accompanied by chart samples (base & trim).
- The Board of Directors has the final say on the interpretation of the association building code guidelines and approval of your request.

----- **FOR OFFICE USE** -----

*Additional information needed:* \_\_\_\_\_ *Received:* \_\_\_\_\_

**Reviewed by** 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_

**(MAJORITY RESPONSE OF COMMITTEE REQUIRED)**

**Conditions/Modifications Required:** \_\_\_\_\_ (\_\_\_\_\_)   
 Owner Initials

**Date APPROVED:** \_\_\_\_\_ **Chairperson Signature** \_\_\_\_\_ **Manager Signature** \_\_\_\_\_

**Date DENIED:** \_\_\_\_\_ **Reason for denial:** \_\_\_\_\_   
 **Chairperson Signature** \_\_\_\_\_ **Manager Signature** \_\_\_\_\_

**OWNER SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

*(Do not sign until notified by Office of response.)*

Revised/Board Approved: 9/27/23.

## ARCHITECTURAL GUIDELINES

1. **FENCES:** The only fences approved are picket style constructed of white PVC material. They may not exceed 48" in height. Fencing can be used to conceal an air conditioner unit, or watering systems. It cannot attach to the unit. It can be used under the carport as an accent, other accent designs must be PVC material.
2. **PATIOS:** A patio may not exceed or infringe on the existing property setbacks. It may be no wider than 2 ft. on one side of the unit. It may not restrict or impede utility easements and/or the right way. It also may not restrict, impede, hinder, obstruct or be in conflict with a neighbor on all sides of the proposed improvements. It can be the color of the pavers, brick, or it may be painted a color harmonious with the unit and Community. No exposed wood is acceptable for any improvements. Exposed areas on decks, steps etc. must be composite materials or other Board approved materials.  
NOTE: Patios set over utilities, including electric and water lines (city or well) become responsibility of the homeowner for any utility repairs.
3. **DRIVEWAY:** Driveways are limited to a maximum of 14 ft. total width from the wall of the unit. They can be painted or special design covering, color must be harmonious to the unit and Community.
  - a. Widening the driveway to 14 ft. can be done using concrete or pavers. Support posts at the edge of the widened driveway must be constructed to support the car port roof and be within the 14 ft. width. Lattice, sunshades or fencing, if desired, must be specified on the application.
  - b. When resurfacing the driveway or any concrete change or addition, homeowners are responsible for making sure that they and/or their contractors CONTAIN DUST AND THAT ANY CONSTRUCTION RESIDUE IS REMOVED FROM STREET AND SIDEWALK UPON PROJECT COMPLETION.
  - c. Golf Cart Parking: Widening the short side (between the front of the unit and the sidewalk) of the driveway may be done, and the 14 ft. wide limitation still applies. Pavers, tile or block may be used, NO CONCRETE can be used. The color should be harmonious to the unit color and trim. **SPECIAL NOTE:** If at a later date the homeowner requests to widen the complete driveway to 14 ft. the short section on the opposite side MUST BE REMOVED.
  - d. Door access and Steps: Sidewalk from unit front doors that are attached to the driveway that come down to the street sidewalk are not included in the 14 ft. restriction. Any additions to the door access should only come down to the front line of the unit.
  - e. An angled walking access from side doors under the car port can only come down the driveway 3 ft.

## ARCHITECTURAL GUIDELINES (CONTINUED)

### 4. LANAIS, SCREENED OR ENCLOSED, PARTITIONS

- a. All changes or additions must be constructed of aluminum, vinyl or PVC materials and must meet the following requirements:
  1. Cannot be used to hide merchandise that is used for a business venture.
  2. When used to conceal an air conditioning unit, it cannot exceed the height of the unit and cannot attach to any walls to create a fenced in area.
  3. Cannot be erected if such screen or partition will obstruct the view of retention ponds, wetland areas or natural wooded areas of adjoining neighbors.
  4. Cannot be solid wall-like structures used as privacy screens.
  5. Must be kept clean and free of mold.
- b. Screened lanais may be changed or enclosed, using materials required as stated in a. above. Color must be harmonious to unit and Community. Refer to Page 1 item 6 on the application form regarding permits and city requirements.

5. **ROOF:** Any major repairs to roofs or roof overs can be regular shingles, aluminum or membrane construction. A qualified and bonded contractor must be used.

**NOTE: PAINTING - No Request to Make Additions or Changes is required when painting the same color. Includes exterior of the unit, windows, driveway, trim and other visible item. Painting a different color does require a request form for change. The color must be harmonious with your unit and the Community.**

6. **YARD GRASS:** Requires a Request form to add or replace. When having a problem with dying grass, you may resod the area or your yard. It is recommended to contact the Community Manager to have the lawn service see if there is a reason for the dying grass and a solution can be determined so as to eliminate the problem. Guideline for rock yards per state statute, grass may be replaced with a permeable covering such as stone. Pea rock and river rock no larger than 2" will be required, preferably earthen tone in color. Present watering systems are not to be removed. If the watering system is not required for watering other plantings or vegetation it can be capped and shut off. A sketch of the watering system location should be retained for future information. Bagged samples and choices are available in the Community Manager's office.

A block or permanent border 2-3" taller than the installed rock must be put in to keep the rock from drifting out, and a permeable underlying weed barrier is required. All refuse must be removed and disposed of from around the unit. Weed control beyond the Community's normal applications and maintenance of the rocks is the responsibility of the applicant shareholder. A site visit by Advisory Group members will determine varying requirements.

## ARCHITECTURAL GUIDELINES (CONTINUED)

7. **LATTICE:** Lattice made from white PVC vinyl or white PVC material may be used for the purpose of skirting the home and does not require Architectural Advisory Group recommendation. All other requests for the use of lattice must be submitted to the Community Manager for Architectural Advisory Group approval.
  - a. Lattice made from white PVC vinyl or white PVC material may be used for the purpose of carport decor and landscaping. It must meet the following criteria:
    1. May not attach to the house.
    2. Must be kept clean and free of mold.Other possibilities for the use of lattice will be considered as well. Brown lattice of any kind is prohibited.
8. **FLOWERS, SHRUBS, BUSHES AND PERIMETERS**
  - a. Areas for flowers, shrubs, bushes or stone perimeters may be put on the sides of the unit. The front area can be 4 ft. deep and the width of the unit. The sides and rear of the unit can be 24" deep and length or width of the unit. The area must have a border, e.g., block or decorative block but no wood is allowed. The area can contain flowers, bushes, stone, mulch and other items.
  - b. There can be NO PLANTING BETWEEN UNITS and installation of any TREES REQUIRE APPROVAL
9. **SOLAR PANELS:** Any proposed solar panel installation must be in compliance with the SRI Solar Panel Installation Guidelines. Inquire in the office for Solar Guideline booklet.
10. **ARTIFICIAL GRASS (AstroTurf):** Resident (owner) is responsible for Professional installation, all cost and maintenance related to the installation of artificial turf. The following are the requirements.
  - a. Must be requested on the Architectural change form and approved prior to any installation.
  - b. Product sample must be provided with request. (1 sq. Ft. Sample) Only high end of the product line will be acceptable.
  - c. It must be a solid green in color.
  - d. Normal lot setbacks and width restrictions must be maintained.
  - e. Perimeters (border material-no wood) must restrict invasion of grass and weeds from neighboring or surrounding areas of regular grass.
  - f. Stains, tears, fading, mold, etc. Must be repaired in a timely manner (within 14 days of written notice)
  - g. Professional installation includes proper base materials to be permeable and all product to have 15 years or more warrantee.
11. **REPAIRS:** Examples would be ripped screens, lose or fallen awning, broken window, leaking roof, cracked cement, leaking faucet, mold and mildew on unit, partial areas of dead grass, etc. There are everyday items that need attention for repair or replacement and do not need a Request form.

## **ARCHITECTURAL GUIDELINES (CONTINUED)**

**12. EMERGENCIES:** When an air conditioner/heater breaks down or a roof leaks, if they cannot be repaired it may be required to have an immediate replacement, e.g. new air conditioner, new roof over. Install or replace the broken item, fill out a completed Request form for approval or conditional changes for approval.

**Notwithstanding these guidelines, the type of structure to be erected, the purpose of such a structure whether called a fence or improvement, the type of material to be used, and the placement of such structure, fence or improvement still need to be reviewed and approved by the Manager/Architectural Advisory Group/SRI Board.**

**These guidelines are not considered inclusive nor override any existing deed restrictions or covenants of Stonehedge on the Hill. Nor do these guidelines superimpose any existing requirements for the City of Tarpon Springs.**