

## Stonehedge On The Hill

Phone: (727) 942-4976

### Guidelines for Making Request for Changes or Additions

Revised: November 1, 2012

1. All requests to make changes or additions to or around the outside of your unit must be submitted to the office for Board of Directors review.
2. The Board has the authority to approve or deny any requests.
3. Homeowners whose request has been denied have the right to appeal to the Board.
4. All requests must be on a form which asks for the following:
  - a. A written description of exactly what is to be done.
  - b. Sketches of additions/changes
  - c. Plot plan (including position of home on lot).
  - d. Description of materials to be used including style, color, etc.
  - e. Proposed construction time table (with proposed completion date).
5. All requests will be reviewed and a decision communicated to the homeowner by no later than 30 days from the receipt of the request.
6. Once the Board approves a project, the homeowner is responsible to seek all necessary permits (and variance if necessary) from the City of Tarpon Springs. A copy of all permits must be submitted to the office prior to the commencement of the project. The original permit must be posted at the job site.

### Changes or Additions:

Any decks, sheds, screen rooms, or other additions may not infringe on the existing property set-backs. It also may not restrict, impede, hinder, obstruct, or be in conflict with a neighbor on all sides of proposed improvements.

All improvements must be consistent in color or structure with homeowner's existing dwelling. All approved structures must be anchored.

### Fences:

All requests for fences must be submitted to the office for Board of Directors review.

The only fences approved are picket style constructed of white PVC material. They may not exceed 48" in height and may not exceed the width of the home and the rear fence must be set inside the property line by one foot or more. Fencing in side or front yards is prohibited. No fencing can restrict access to utility easements or right of way.

### Screens / Partitions:

All screens and or partitions must be constructed of white lattice or white PVC material and meet the following criteria:

- Cannot be used to hide merchandise that is used for business venture.
- When used to conceal air conditioning unit, cannot exceed height of unit and cannot attach to any walls to create a fenced in area.
- Cannot be erected if such screen or partition will obstruct the view of retention ponds, wetland areas, or natural wooded areas of adjoining neighbors.
- Cannot be solid wall-like structures used as privacy screens.
- Must be kept clean and free of mold

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### **Lattice:**

Lattice made from white vinyl or white PVC material to be used for the purpose of skirting the home does not need Board approval.

All other requests for the use of lattice must be submitted to the office for Board of Directors approval.

Lattice made from white vinyl or white PVC material may be used for the purpose of landscaping as long as it meets the following criteria:

- May not attach to the house or be used as an enclosure of any kind.
- Must be kept clean and free of mold.

Lattice made from white vinyl or white PVC material may be used for the purpose of carport décor. Other possibilities will be considered on a case by case basis.

Brown lattice of any kind is prohibited.

Notwithstanding these guidelines, the type of structure to be erected, the purpose of such structure whether called a fence or improvement, the type of materials to be used, and the placement of such structure, fence or improvement still needs to be reviewed and approved by the Board of Directors. These guidelines are not considered exclusive 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.

The Board will respond to all requests in writing and a copy of the request and letter will be kept on file in the office.

Should the Board fail to respond to submitted request within 30 days from the date received it will be considered approved.

Revised November 1, 2012

# 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 TURNED IN  
NO LESS THAN 2 WEEKS PRIOR TO THE START OF ANY 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):

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

Approximate start date: \_\_\_\_\_

### 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 and a copy must be turned into the office.
- The job site **MUST** be kept clean daily (free from any potential flying debris) 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

Date Approved: \_\_\_\_\_ Approval Signature (Manager) \_\_\_\_\_

Board Approval/Reviewed by: 1) \_\_\_\_\_ 2) \_\_\_\_\_

Date Denied: \_\_\_\_\_ Reason for denial: \_\_\_\_\_

Additional information needed: \_\_\_\_\_

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**OWNER SIGNATURE:** (Do not sign until Board/Manger approval is received)