



## MODIFICATIONS/IMPROVEMENTS MADE SIMPLE

### Tips that will make applying for modifications easier

- **Fences**—along with application, include material type, location of fence, dimensions (height, length, width) of fence. Also indicate if a gate is proposed, dimensions, and a photo of the location of where the fence will be installed. Provide specifications for iron/decorative fences and gates. Neighbor consent needs to be obtained for shared fencing. If you plan to stain your fence, you must submit stain color for approval if color is not on the pre-approved stain color list.
- **Hot Tubs/Jacuzzi**—along with application, please include plot plan showing where the hot tub/Jacuzzi (self-contained) will be located and photo or brochure. Smaller prefabricated, above ground spas or hot tubs are acceptable with Association approval. All above ground spas or hot tubs must be skirted, decked, screened or landscaped to hide all plumbing, heaters, pumps, and filters.
- **House Painting**—along with the application, please include actual brand paint samples that will be used. If you are using the original or colors from our pre-approved list, no application is necessary.
- **In Ground Pools/Spas**— along with application, a \$100 application fee, deposit, plot plan showing where pool is to be located, contractor's drawings with dimensions, drainage plans, backflow information and type of equipment with specifications. In addition, please mark on the site plan where the pool equipment is to be located and where the contractor will access your property for equipment. Draining or back washing of pool water will be permitted only onto the lot or Public Street fronting the home. Pop up drains must be at least 10 feet back from sidewalk on the front elevation of the house--curb cuts not permitted. A minimum deposit of \$1,000.00 is due—if an amenity lots or lot adjacent to a reserve, an additional \$1000.00 deposit is required in case of damage to the reserve. Be advised that deposit checks are cashed and not held. Owner must request an inspection by the Association in order for their deposit to be refunded.
- **Landscaping**—along with application include a plot plan showing where your changes or additions will occur. Include what types of trees/shrubs and sizes as well as any other type of materials for borders, etc. Borders must be actual landscape type without holes, not the bricks used to build your house.
- **Landscape Lights**— along with application, include a plot plan with application showing where the lights will be placed, and a brochure with photo and specifications of lights being used.
- **Patio Extensions/Decks**—include with application a plot plan showing where extension of patio will be, along with what materials are being used and dimensions (height, length and width). Photo of rear of home must be submitted.
- **Roofing**— along with application, submit sample of shingle or brochure, color and style of shingles being used. If replacing roofing with identical materials, it is not necessary to submit for approval with SPRAI.
- **Solar Screens**—not more than 80% density allowed. Submit application with a screen specifications and a photo of all sides of the home where the screen will be used. Indicate which windows will be screened.
- **Sprinkler Systems**—along with application, submit plot plan showing where water lines, sprinkler heads and equipment will be located. Equipment must be screened from view. Must conform to municipal guidelines.
- **Storage Sheds**—along with application, include a plot plan showing where the shed will be located on your property and a photo or brochure along with height, width, and length as well as materials and colors. Colors should match existing home. Shed may not exceed 8' feet in height and must be placed at least 5' feet from side fence line and 10' feet from rear fence line and must be within setbacks for lot. Screening may be required.
- **Storm Doors**—include with application, a color photo of your house where door will be installed along with a color photo of proposed door or brochure showing door and colors. Only full view storm doors will be permitted. Include color photo (wide shot) of existing entry door.
- **Storm Gutters**— along with application include a plot plan of your home showing where new gutters will be installed and where downspouts will be located. Gutters should be painted to match home.
- **Play Structures**- Play forts, trampolines, play houses and other similar play equipment must not exceed 10 feet in total height when measured from the ground. Canopies for the structures must be a solid, neutral color (i.e. dark brown, dark green). Trampoline safety pads can be black, tan/beige or gray. Structures must be placed a minimum of 10 feet from all fencing. Application should include all the above information, specifications for structure, plot plan with location marked and distances from fencing noted and a color, wide shot photo of the area the structure will be installed.
- **Construction Hours** – It is the Owner's responsibility to inform contractors of the permitted construction hours for all contractors working in Sienna Plantation. The hours are Monday – Friday : 6:30 AM – 30 minutes after sunset, but no later than 8:00 PM. Weekends/Holidays: 7:30 AM – 30 minutes after sunset, but no later than 8:00PM. and no later than 2:00PM on Sunday.

*\*\*Other restrictions may apply. Visit [www.siennanet.com](http://www.siennanet.com) or contact the Association office for further information.*



## MSC Shade Structure and Room Addition Submittal Requirements

The following details the submittal requirements for **shade structures**, including but not limited to attached patio covers, pergolas and free standing structures. Failure to submit a complete application will result in denial of the project.

1. Completed Modification/Improvement Application with Owner's signature.
2. Plans should be professionally prepared to make sure the Association can rely on the accuracy of the plans. ... It is very important that the submitted plans are clear and accurate. Following submittal, the Association will evaluate the plans and notify the Owner if the submitted plans require further detail or information.
3. Detailed list of all materials to be used must be included on the application. Specifications and material samples may be required;
4. Scaled site plan with distances of the improvement from all setbacks, building lines, easements and existing dwelling marked on plan must be included with the application.
5. Dimensioned design plans with front, rear and side elevations, as well as a roof plan must be included with application.
  - a. For structures attached to the existing dwelling, roof plan must show how structure will tie into existing roof.
  - b. Height of free standing shade structures (unattached) may not exceed 12 feet.
6. Wide shot color photograph(s) of the area where the improvement will be constructed, noting where improvement will be placed must be included with the application.
7. Application fee required for shade structures that are attached to the existing house.

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The following details the submittal requirements for **room additions**, including but not limited to new construction or the enclosure of an existing patio cover. Failure to submit a complete application will result in denial of the project.

1. Completed Modification/Improvement Application with Owner's signature.
2. Plans should be professionally prepared to make sure the Association can rely on the accuracy of the plans. It is very important that the submitted plans are clear and accurate. Following submittal, the Association will evaluate the plans and notify the Owner if the submitted plans require further detail or information.
3. Detailed list of all materials to be used must be included on the application. Specifications and material samples may be required;
4. Scaled site plan with distances of the improvement from all setbacks, building lines, easements and existing dwelling marked on the plan must be included with the application;
5. Dimensioned design plans with front, rear and side elevations as well as a roof plan should be included with application and indicate how the addition will tie into the existing structure.
6. Wide shot color photograph(s) of the area where the improvement will be constructed, noting where improvement will be placed must be included with the application.
7. Application fee and deposit required with application.
8. Be advised that deposit checks are cashed and not held. Owner must request an inspection by the Association in order for their deposit to be refunded. All deposits are refunded to the Owner (not contractor) by check. Failure to request an inspection of the improvement within six months of approval will result in a forfeiture of the deposit.

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