MODIFICATION SUBMITTALS – REQUIRED DOCUMENTS:

1. Modification application form
2. Description of the project, including specifications of material, colors, sample pictures, etc.
    a. Specifications for equipment, like generators, must be provided.
    b. Material/Color samples for things like shutters, brick pavers, etc.
    c. Sketches for things like solar panels, showing directionals, etc.
    d. Lighting or other accessory fixtures should include pictures & specifications.
3. Survey showing setbacks from property lines and/or easements of project (if applicable).
4. Landscape plan, either for replacement/enhancement of existing landscape, or for the purpose of shielding equipment installations (pool pumps, water softeners, generators, etc.)
    a. Plan should include at least a semi-professional sketch
    b. Plan should call out material types
    c. Material types should be confirmed against the approved plant list for the community from the guidelines.
5. Before pictures of any areas to be worked on, access routes, and front of home.
6. Neighbor Access Agreements for neighbors on both sides of home (if work will take place in side-yard or rear-yard).
7. **ALL items listed on the rear yard project agreement (as applicable) – see form**
8. **ALL items listed on any pre-approval conditions (fence, invisible fence) – see form**
9. Intended access route for rear-yard projects.
10. Intended pad/equipment location for any pool, generator, or other equipment (must be able to decipher equipment's proposed location in proximity to adjacent home).
11. Copy of business licenses for all contractors performing work for the project
    a. If landscaper is same as the HOA uses for maintenance, this is not necessary
12. Certificates of Insurance naming the HOA as additionally insured from all contractors performing work for the project (if a contractor is acting as GC, then COI is only required from that one contractor).

Certain projects may require additional documents not specified here.