



RIVERSTONE.

MODIFICATION APPLICATION CHECKLIST

Please view the following checklist for your modification application. The following checklist is to help with providing the correct documents, for your modification. The checklist does not need to be turned in, with your application. If you have any questions, in regards to the status of your application, or the following documents, please contact us at arcmodification@rshoa.org.

All modifications require the following:

- Plot survey notating the location(s) of the modification request(s)
- Picture of the front of your home/back yard/ back of your home
 - The area of where the modification will be built/placed
 - For example: Patio Covers will need pictures of the back of the home. Swimming Pools will need pictures of the backyard and back of home, if other modifications will be built, with the pool.

Please note: If a modification is encroaching into the drainage easement, LID approval is required.

Antennas

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- Plot survey notating the location of the antennas
- Picture of the location of where the antennas will placed
- Web link or PDF document providing information on the antenna you would like to install

Basketball Goals

Page 10 on ARC Guidelines

- Plot survey notating the location of the basketball goal
- Picture of the location of where the basketball goal will be placed
(If basketball goal will be in the front yard, please provide picture of the front of your home)
(If basketball goal will be in the backyard, please provide pictures of your backyard)
- Web link or PDF document of the basketball goal you would like to install

Birdhouse

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- Plot survey notating the location of the bird house
- Picture of the location on where you would like to place the bird house
- Web link or PDF document of the birdhouse you would like to install

Decks and Lake/Boat Docks

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- Plot survey notating the location of the deck/dock
- Riverstone LIDs Approval Letter *(you can contact the LID by visiting their website at www.riverstonelids.com.)*
 - Please contact the LID on their requirements for decks and docks on the lake.
- Detailed design of the deck/dock's structure, dimensions, and how the dock/deck will be secured
- Picture of your backyard

Decorations

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- Plot survey notating the decorations location
- Picture of the area where you would like to place the decoration *(front yard/backyard)*
- Web link or PDF document on the decoration you would like to place on your property *(including the dimensions)*

Decorative Concrete

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- Plot survey notating the location of where the decorative concrete would be placed (*including the dimensions*)
- Picture of where you would like to place the decorative concrete
- Web link or PDF document providing the decorative concrete design

Driveway Extensions/Walkways/Patio Extensions

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- Plot survey notating the location of the driveway extension/walkway/patio extension (*including the dimensions*)
- Picture of the area(s) the modification will be built
- If the extension or walkway will be built with another material (*other than concrete*), please provide a picture of the material and design with the material (*for example: stones, pavers, etc.*)

Driveway Gates

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- Plot survey notating the location of the driveway gate
- Picture of the front of your home
- Design of the driveway gate (*please ensure that the design matches the Riverstone approved design and provide dimensions*)

Exterior Lighting

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- Plot survey notating the location(s) of the exterior lighting
- Web link or PDF document that provides the dimensions, look, and wattage information
- Picture(s) of the area where you would like to place the exterior lighting

Exterior Painting

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- Picture of the following homes:
 - Picture of your home
 - Picture of your neighbors on the left and right of you
 - Picture of your neighbor across the street, across the street on the left, and across the street on the right
- Web link or PDF document of the paint color(s) you would like to add to your home

Fence/ Fence Replacement

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- Picture of your current fence and backyard
- Plot survey highlighting the fencing locations you would like to replaced/stain
- If staining your fence, please provide web link or PDF document of the stain color you would like to use
- If replacing your fence, please speak with your neighbor(s) in regards to replacement and receive written consent. The consent can be emailed to arcmodification@rshoa.org. All homeowner's fencing follows the "Good Neighbors" policy. Fencing is 50% of each homeowner's property.

Flag Poles

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- Plot survey notating where you would like to place the flag pole
- Picture of the location on where you would like to install the flag pole
- PDF document or web link of the flag pole you would like to install

Garage Conversions/ Carports/ Detached Garages

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- Picture of your current garage, or where you would like to place the detached garage/ carport
- Plot survey notating the location of the modification
- If installing a detached garage, please review and follow the room addition guidelines
- If converting a garage to a one car or two car garage, please provide detailed drawings of the new design and how the new garage will not effect your home structure
- If changing garage layout or garage door, please provide the design for the new garage door and/or design

Gazebos/Freestanding Shade Structures/ Pergolas

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- Picture of the area you would like to add the structure
- Plot survey notating the location of the structure
- Detailed drawings of the structure, including the dimensions and footing detail
- If the structure is attached to the home, please provide detailed drawings on how the structure will be secured
- If possible, please provide pictures of the completed look
- If painting or staining the structure, please provide a picture or web link of the paint/stain

Generators

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- Picture of the location on where you would like to place the generator (*please note that the generator must be 18 inches from your home*)
- Plot survey notating the location of the generator
- Web link or PDF document on the generator you would like to install

Greenhouse

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- Only professional greenhouses constructed of clear glass or Plexiglas panels will be considered for approval. Please provide the detailed drawings on the structure's design.
- Plot survey notating the location of the greenhouse
- Picture of your backyard
- If the greenhouse is to be constructed by the homeowner, a full set of drawings showing all dimensions and construction details together with samples and/or description of the materials to be used must be submitted for approval and only quality construction that will match your home will be acceptable.
- If the greenhouse is pre-manufactured, the manufacturer's specifications and a picture must be submitted.

Landscaping/ French Drains

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- Plot survey notating the location of the landscaping modification and/or French drains
- Picture of the area(s) you would like to add the landscaping/French drain
- Landscaping border will require the following:
 - Picture or web link for the border you would like to install
 - Picture of the front of your home/backyard (*areas of where you would like to add the landscaping border*)
- New Plants/Trees will require the following:
 - Plant list (*listing all the new plants and location on the plot survey, of what types of plants/trees you would like to plant; please list how many each plant you would like to plant, as well*)
 - Pictures of the areas you are planning to add the new landscaping
- Tree Removal will require the following:
 - Picture of the area(s) of the trees you would like to remove
 - Please provide your concerns and reason you would like to remove the tree on the second page of the modification application.

The second page provides a blank space on the bottom section for notes from the homeowner.

Outbuildings/Storage Shed

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- Plot survey notating the location of the storage shed.
- Picture of the area you would like to place the storage shed
- Web link or PDF document of the storage shed you would like to install

Outdoor Carpeting/ Artificial Turf

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- Plot survey notating the location of the carpeting/turf with the dimensions
- Web link or PDF document on the carpeting/turf material
- Picture of the area(s) you would like to add the carpeting/turf