

SSRA - LOT MODIFICATION REGULATIONS (LMR)

Architectural Review Committee (ARC) Guidelines

ALL of the following Lot Modification Regulations require Committee and Board of Directors approval.

- Additional regulations are listed in the Association Documents.
- Application for Lot Modification Request (ALMR) forms and site plans may be obtained at the Gate House or Salt Springs Resort Association (SSRA) website: www.mysaltspringsresort.com under resources/docs and forms.
- The ALMR is valid for SIX MONTHS from date of approval.
- An ARC ALMR form must be approved prior to obtaining a Marion County building permit.
- Required building Permit must be visibly posted on property before work begins.
- Owners who are not current on Salt Springs Resort Association Dues will not be approved by BOD.
- This alteration/modification may preclude lawn service from being completed.

TREES – Prior to any tree removal, an ALMR form must be completed and include:

- ✓ Location and type of tree being removed and the reason for the removal.
- ✓ List the name and contact information of the licensed and insured contractor doing the work.
- Trees must be clearly marked.
- ALL trees being removed must be replaced with an oak or other approved indigenous hardwood tree.
- Replacement tree must be minimum 2-inch base OR 5 foot tall.
- The replacement tree may be planted on your lot or on the common grounds in a location determined by the ARC.
- Replacement tree MUST be on the lot either planted or in pot before any trees are removed.
- All stumps are to be removed to a height below the level of the surrounding ground.

DECKS – An ALMR form must be approved prior to obtaining a Marion County building permit.

- DO NOT ORDER/INSTALL/BEGIN CONSTRUCTION until the ALMR form and ALL County permits are approved.

The Deck ALMR should include the following:

- ✓ A detailed drawing or blueprint to scale of the deck construction.
- ✓ Name and contact information of the contractor building the deck.
- ✓ A survey or detailed site showing the RV pad, deck location, the color and materials to be used, the 5 ft minimum setbacks and location of any other structures.
- Stake out the proposed location of the deck and clearly indicating lot lines. Decks are to be 5 feet off all property lines
- Deck boards must maintain ½" spacing.
- Deck screen enclosures shall be no higher than 12 ft., require a county permit and must have porous tops.

SHEDS – An ALMR form must be approved prior to obtaining a Marion County building permit.

The shed ALMR should include the following:

- ✓ Name and location of the manufacturer if purchased from a retailer
- ✓ Site built shed requires submission of engineered drawings.
- ✓ Construction information including the body, roof style, color/trim, year, and/or type of materials used.
- ✓ The name and contact information of the contractor who will be doing the installation.
- ✓ A survey or detailed site plan drawn to scale is to be included showing the RV pad, location of proposed shed, the 5 ft setbacks and location of any other structures.
- Each lot is restricted to only one shed, per County/St. John's water Management District requirements
- Stake out the proposed location of the shed and clearly indicate the location on the lot.
- Sheds must observe 5 ft. setback from property lines
- Sheds will be no larger than 8 ft x 10 ft.
- Roof will be either gabled or hipped & can be either metal or shingled.
- Exterior peak of shed roofline shall be no higher than 12 ft.
- Sheds will be sided with wood, vinyl or metal. Siding body must be of a neutral color.
- Roof, trim and door required to be a complimentary color, consistent with RV/Park Model major color scheme.
- Sheds must be constructed and anchored to meet county wind load restrictions/code at time of installation.
- NO reconstruction or modifications of any shed allowed due to county wind load/approved building code deviations.
- NO living/sleeping quarters permitted per county code and NO air conditioner units permitted in sheds.

FIREWOOD/FIREPLACES – ALMR required. Any structure built to store firewood must receive approval.

- All structures for permanent/temporary/portable fireplaces/fire pits/fire containers, must observe the 5 ft. setback from property lines and all structures.
- All fires must be contained in an above ground fire container.
- No open ground fires/rings permitted.
- Firewood shall be stacked and stored neatly and must observe the 5 ft. setback from neighboring property boundaries.
- The maximum amount of wood stored on any lot shall not exceed 1cft. face cord, approx 4 ft x 18 in x 8 ft stacked.

SATELLITE DISH – ALMR required for permanent satellite dish installation.

- Only one satellite dish allowed per lot, observing a 5 ft. setback.
- Dish must be secured to prevent blowing away during a storm and damaging the property of others.

PARK MODELS – An ALMR form must be approved prior to obtaining a Marion County building permit.

Park Model ALMR forms should include the following:

A detailed site plan drawn to scale showing the location of the park model external A/C, RV pad, property lines, all other structures. Park model construction information; such as body construction, roof, trim, skirting color, material used, model name, dimensions, builder name and/or sub-contractor information.

- **DO NOT ORDER/DELIVER/INSTALL** a park model until the ALMR form and ALL County permits are approved.
- Marion County requires a 20 ft. setback from the front property boundary.
- A 7.5 ft. setback is required on side and rear property boundaries..
- The location of the unit must be clearly staked out/marked.
- All property lines and survey pins are to be clearly marked and visible.
- Park models are to be installed parallel to and situated predominantly on the existing RV pad.
- All park models will be skirted with a material matching or complementing the park model siding.
- No window A/C units are allowed.

A Certificate of Occupancy must be completed within sixty (60) days of park model's delivery.

ADDITIONAL PARKING AREAS

- Additional parking areas off the primary pad and/or approach require ALMR and ARC approval.

LANDSCAPE PLANTS TIMBERS/RAILROAD TIES/PAVERS/GRAVEL/STONE – ALMR required.

- All materials used for edging of property lines, patios, driveways, or lawn replacement, etc. must be pre-approved.
- Weed mat or other material used under gravel or stone must be approved due to water diversion on lot.
- Stone must be edged or lower than street level to prevent spillage onto street, adjacent lots and hindrances of lawn maintenance.
- Landscape timbers and/or all edging material must not be construed as a trip hazard or obstacle at street or common areas.
- Timbers must be trimmed at an angle and set back from street edge.
- Landscape plants must NOT be construed as fence or barrier when mature with 3 ft setback from pavement..
- This alteration/modification may preclude lawn service from being completed.

OUTSIDE CLOTHES LINES/SOLAR DRYERS – ALMR required for permanent collapsible clothes lines.

- When opened must observe 5 ft setback from property lines.
- Unit must be placed toward rear/back of lot to be inconspicuous from street and respectful of neighbors view.
- Must be closed when not in use and not left open overnight with no lines strung from trees or between units at any time.

947 RULE - EXTREMELY IMPORTANT

The following are required by St. Johns River Water Management District and Marion County:

- Each lot is allowed a **TOTAL** of no more than 947 sq. ft. of impervious ground cover.
- Impervious is defined as "land surfaces which do not allow, or minimally allow, the penetration of water."
- Examples of impervious ground cover include but are not limited to - asphalt or concrete RV pad, concrete/ asphalt patio, shed and canvas deck cover.
- Decks or platforms are considered "pervious" if they have deck boards with at least ½ inch spacing
- Any lot modification involving impervious ground cover must include a certified survey by a currently licensed surveyor showing that the proposed modification does not cause the lot to exceed the **TOTAL** of 947 impervious sq. ft.

TRELLISES Must only be used for holding plants and have plants attached.

- Max size of 4 ft. X 8 ft and maximum of 1 ft. off the ground, with maximum 5 ft. height.
- Five ft. separation between trellises and five ft. setback from road.

ADDITIONAL REQUIREMENTS

- SSRA Approval does not relieve the applicant from any legal implications or damages to common and/or neighboring properties.
- **Emergency repairs: 14 day maximum for tarps, portable a/c units, boarded windows, etc.**
- Due to underground utilities, it is recommended that tie down anchors be manually installed.
- It is recommended that underground utilities be located prior to lot modification as owner is responsible for utility disruption.
- Earth removal by hand or by mechanical equipment such as backhoe, bulldozer, ditch witch, etc., must be in detail.
- Earth to be removed must be shown with new elevations and a (No Cuts Survey provided by the utility companies).
- No utility or storage shed, carport, garage type shelter, hard roofed awning or any type of portable/permanent extended overhang/roof over or any attached structure(s) may be added or installed without an ALMR form approved per documents.
- Any changes and/or modifications on previously approved requests consisting of, but not limited to replacement, remodel, color or location must be resubmitted for ARC approval.
- Any officer of the SSRA and/or the Community Association Manager and/or Park Staff has the right to stop any work or improvement that has not received prior or proper approval or that they feel creates an **unsafe condition.**