

Leeland Station Community Association

Modifications and Change Committee

FAQs

Q: When do I need to submit a modification or change request to the Association?

A: Homeowners are required to submit an application to the Modification and Change Committee whenever significant modifications or changes are made to the property as outlined in the Association Documents for approval.

Q: How do I submit a Modification or Change to my Property?

A: To submit a modification or change, visit our website and review the [modification application](#) under the [FORMS](#) tab.

Q: How much time is needed to have a modification or change approved?

A: Applications must be submitted a minimum of five days prior to the regularly scheduled meeting. Any applications received less than five days prior to the regularly scheduled meeting may not be resolved until the following month. Applicants are welcome to attend the committee review of the application to provide clarification to any questions.

Q: What's needed in a Modification or Change request for the Committee to Review?

A: In order to prevent delays in a review, please ensure the following is included in your packet.

1. Site Plan - A site plan is a scaled drawing of the lot (site) which shows the exact dimensions of the property, adjacent properties, if applicable, and all improvements (including those covered by the application) . The plat plan you receive when you purchase your home will provide a basis for your site plan. More complex applications may require 10 or 20 scale blowups (i.e., 1" = 10', 1" = 20') of the plat plan. Contour lines are required when drainage is a consideration. Site plan shows the relation of improvements to the house, property line and adjacent neighbors.
2. Picture and/or detailed drawing of improvements to include dimensions.
3. Color and style of house.
4. Description of materials being used to construct improvements; colors must compliment them house.
5. Estimated start and completion date.