

# Summary of Policy Resolution 23 - Landscaping Guidelines September, 2013

## Background & Overview

This latest revision, September 2013, which consists of five (5) sections, replaces the document passed in 2008 and has several significant modifications:

- More freedom to individual Residents for planting in the residential beds next to their homes
- More clarity on the boundaries of a Lot, Parcel Common Area and Community Common Areas
- More clarity on the role of the Parcel Landscape Chair, Management, and the Landscaping Contractor regarding all landscaping issues in the Community
- An expanded explanation of Landscaping Violations and the penalties associated with them

### Part I - A. GUIDELINES FOR HOMEOWNERS AND RESIDENTS ON THEIR LOTS

1. **Residential Beds.** Homeowners and Residents may plant in the residential beds next to their homes, at their discretion and expense, without prior approvals, provided that the selected plants are on the Sub-committee's *Pre-Approved List of Plantings for Beds*, and that the shape or size of the beds is not changed. These plants can be dwarf ornamental trees, small shrubs, compact evergreens, flowering perennials and annuals. *See Website -- <http://www.princetonlanding.org> -- Sign In -- Click Resource Center -- Click Landscape -- Click Pre-Approved Plantings*

a) **Residents must water** all of the plantings in their beds, both existing and new, as the Irrigation System, where available, was set up to water the grass, and generally does not reach the beds. The Governing Documents assign responsibility for maintenance of these beds to the Homeowner, who has several options as outlined in the PR 23 guidelines established by the Landscape Sub-committee.

b) **The Association's general landscaping contractor** will perform general maintenance on the beds and Common Areas around the homes in each parcel; the Homeowner or Resident may assist with pruning, weeding, mulching, etc., either by doing it him/herself or by hiring a licensed contractor. Management must be notified of the arrangement, and the contractor must be approved by Management.

2. **Residents who wish to make major changes** to their Lots at their own expense, i.e., planting a tree or shrub not on the *Pre-Approved* list, or enlarging a bed, or planting on Parcel Common Area, must file an application with Management and get prior recommendation from his/her Parcel Landscape Chair. The application must be approved by the Landscape Sub-committee before work is started. *See Section II of PR 23. for filing of Applications and Administrative Requirements.*

### Part I - B. GUIDELINES FOR PARCELS

1. **Parcel Common Areas** consist of all of the land adjacent to the residential beds next to the homes, extending across the lawns or turf, including interior walkways, utility box stations and parking areas. These areas are managed by the Parcel Committee and **may not be modified by any Homeowner or Resident** without express written approval of the Landscape Sub-committee.

2. **Expenditures for landscaping modifications in Parcel Common Areas** are paid for by Parcel funds as outlined in the annual Parcel Budget (provided by Management), and include such items as the removal of trees and stumps due to storm damage, dead or decaying trees posing danger to structures, and aesthetic enhancements.

3. **Maintenance of all plantings in Parcel Common Areas** is the responsibility of the landscaping contractor, according to the terms of their contract, and is scheduled and overseen by Management, although Residents may sometimes be asked to water areas not reached by the irrigation sprinklers.

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### Part I - C. GUIDELINES FOR COMMUNITY COMMON AREAS

1. **All landscaping on Community Common Areas** is the responsibility of the Association, via Management, monitored by the Landscape Sub-committee and paid for by the Association's General Fund. *See pages 7-8 of the full document.*

### PART III. A & B. PROCEDURES FOR MONITORING LANDSCAPE COMPLIANCE AND DISPUTE RESOLUTION

1. **Types of violations** include, for example, unauthorized plantings on a Lot, Parcel Common Area or Community Common Area, as well as unauthorized removal of plantings.
2. **Management will investigate** any report of a violation and will respond accordingly, as authorized by the Board of Directors.
3. **A Homeowner who receives notice of a violation** will be given the opportunity to respond and comply with voluntary remediation within a specific timeframe. Failure to respond and/or refusal to comply may lead to suspension of Community privileges, fines and/or legal fees.

### PART IV. HORTICULTURAL STANDARDS

1. **The Association, via Management**, shall maintain the natural beauty of the land by establishing and enforcing guidelines to promote both the beauty and the health of plantings throughout the Community.
2. **These guidelines** include setting distances for planting, identifying appropriately sized and shaped shrubs, maintaining an irrigation system, and directing the work of the landscaping contractor for weeding, pruning and general maintenance throughout the Community.

### PART V. MANAGEMENT'S ROLE IN LANDSCAPING

1. **The Management Standards Agreement**, as established by the Board of Directors, sets forth the responsibilities of the FVCSA Management Company for monitoring all areas of landscaping throughout the Community. This includes scheduling the contractor's weekly/monthly activities, distributing communications to the Residents, following up on work orders, etc.
2. **The Association's primary landscaping contractor** is selected by the Board of Directors through a competitive bid process and has the following responsibilities:
  - weeding and general maintenance in beds
  - pruning bushes and shrubs, according to guidelines from the Sub-Committee
  - seeding, mowing and edging the lawns; applying insect and weed control and fertilizing
  - removing dead and unsightly plant material from residential beds and Common Areas, and leaf clean-up in the fall
  - removing low-hanging branches (below 14 feet)
  - general cleaning and removing debris from the detention basins
  - mulching and managing lawns and bare spots
  - executing work-ticket items submitted by Residents via Management