

## **Landscape Committee**

### **Established 12/11/96**

#### A. Purpose

1. To assist the Manager in advising the Board of Directors on matters concerning landscape on common area.

#### B. Membership.

1. The Committee will consist of not less than three or more than five regular members.
2. The Board President and Club Manager will be ex-officio members of this committee.
3. The primary requisite for membership is a desire to ensure the high quality of the landscape on the common areas of the Association. Ability and desire to make decisions with sensitivity and understanding toward individual member's concerns while keeping the interests of the total membership in mind. Knowledge or experience in landscaping (arborist, botanist, landscape architect, groundskeeper, gardener, etc.) is desirable but not a requirement.

#### C. Responsibilities

1. Develop a written policy specifying the relationship between trees (and plants over 15 feet in height) on common areas and "views" for the homeowner.
2. Develop a written policy specifying the relationship between trees (and plants over 15 feet in height) on common areas and "noise abatement" for the homeowner.
3. Develop a written policy specifying the reasons and procedures for removal of trees (and plants over 15 feet in height) from common areas.
4. Develop a written policy specifying the reasons and procedures for planting trees (and plants over 15 feet in height) on common areas.
5. Develop a written policy specifying the reasons and procedures for the maintenance of trees (and plants over 15 feet in height) on common areas.
6. Develop a written policy specifying the types of trees (and plants over 15 feet in height) that are specifically "approved" and "forbidden" to be planted on common areas and the reasoning behind those choices.
7. Develop a "Request for Common Area Landscape Change" form that members must fill out to request any work relating to trees and shrubs on common areas.

8. Develop a "plan" outlining the what, when, where, why, and estimated cost to remove existing trees (and plants over 15 feet in height) and to plant new trees (and plants over 15 feet in height) on the common areas.
9. Review "Request for Common Area Landscape Change" forms and discuss with member who submitted it if necessary. Submit the forms, with Committee recommendations and associated costs, to the Board of Directors for disposition.

D. Meeting and Reports

1. This committee will meet once a month, or as necessary, but not less than quarterly.
2. The committee Chairman or Club Manager may call for a special meeting if issues arise that can not prudently be held until the regularly scheduled meeting.
3. All forms, policies, and decisions made by the committee are considered recommendations and must be submitted to the Board of Directors for approval prior to any action being taken.
4. All committee reports must be presented in writing to the Club Manager on the first day of the month so that it can be included in the Board Information Packet for the Directors to review prior to their Board meeting.

This "Charter" for the Landscape Committee was approved at the regularly scheduled meeting of the Board of Directors.