



Nepenthe Application for Common Area Planting by Homeowner

This application is for homeowners interested in improving a common area at their own expense.

Participation in this program requires:

- Homeowner to assume costs of plants, cost of planting and amendments to the soil.
- A completed, signed Application.
- Photos and/or drawings of the proposed area, if warranted.
- List of shrubs and/or trees the homeowner wants removed.
- List of shrubs and/or trees the homeowner wants to see planted.
- Availability to meet with Grounds Committee, manager and landscaper as necessary to develop plan.

Date: ____/____/____ Email Address: _____

Name of Homeowner: _____

Address: _____

Best Contact Phone: _____ Alternate Phone: _____

Attach a written description of the changes you wish to see implemented along with any photographs and/or drawings that may help illustrate your request. You can expect to receive an approval or denial within 30 days of your application.

Please read and sign:

I understand and agree that upon receiving approval from the Nepenthe Association, I will be responsible for contracting with GP Landscape directly for the project and that the costs will be payable to GP Landscape. I also understand and agree that once the plantings are in place, they will be maintained by the Association. I agree to refrain from pruning or any other plant maintenance, but understand that I have the right to request service from the Association. I further agree to submit a Notice of Completion once the new plants are in place.

Signature

Date

Date Received in office: _____

The application is:

Approved as requested _____ Approved with changes _____ Denied _____

Reason for approval or denial:

Grounds Committee review by: _____ Date: _____

Landscaper review by: _____ Date: _____

Nepenthe Manager Signature: _____ Date: _____



Nepenthe Association Notice of Completion

This form is to be submitted to the management office once your approved plants are in place. This will allow management the opportunity to ensure that the landscapers have completed the work satisfactorily and in compliance with the Approval.

Date: ____/____/____ Email Address: _____

Name of Homeowner: _____

Address: _____

Best Contact Phone: _____ Alternate Phone: _____

Please read and sign:

I hereby notify the Association that the landscape work approved on ____/____/____ has been completed by GP Landscape. To the best of my knowledge, this work has been done in compliance with the approval and these plantings are now the responsibility of the Nepenthe Association.

Signature

Date

Date Received in office: _____

Grounds Committee review by: _____ Date: _____

Nepenthe Manager Signature: _____ Date: _____

Notes:

Nepenthe Association

Homeowner Planting in the Common Area
Resolution 00138
October 22, 2014

Whereas, Section 7.01 of the Nepenthe Association Second Amended and Restated Declaration of Covenants, Conditions and Restrictions (CC&R's) state that the Association shall be solely responsible for all maintenance, repair, and upkeep and replacement within the Common Area. No person shall remove any tree, shrub, or other vegetation from, or plant any tree, shrub, or other vegetation upon the Common Area without express approval of the Association; and

Whereas, the Association currently has a limited annual operating budget for landscape replacement as needed; and

Whereas, many homeowners have expressed interest in paying for landscape material planted in the Common Area; and

Whereas, the Association does not have a policy in place for homeowners to request and pay to have landscape materials to be planted in the Common Area.

Now therefore be it resolved that homeowners be allowed to request and pay for landscape materials to be planted in the Common Area as follows using the following procedure:

- Members submit an 'Application for Common Area Planting by Homeowner' (Exhibit A) form to the management office.
- The manager will work with the Grounds Committee to review the request and prepare a request for proposal from the Landscaper. The request for proposal shall serve as the approval of the application in addition to a notation on the original application.
- The homeowner will then have to option to approve the proposal from the Landscaper at which point the payment terms and commencement of planting will be between the homeowner and the Landscaper.
- Homeowner will submit a "Notice of Completion" (Exhibit B) to the office when the work has been completed so that the manager and Grounds Committee can ensure that the final landscape is in agreement with the approval.
- The homeowner request and the proposal will be added to the homeowner's file for future reference and reported to the Board of Directors in the Grounds Committee's minutes and in the Manager's Report.

Be it further resolved, that once the planting is completed it will become the property of the Association and subject to maintenance by the contract landscape provider.

(Attached: Exhibits A and B)