

Common Area Tree Removal Guideline

April 2, 2019

1. **Removal of trees from the common area is solely at the discretion of the HOA Board.** The Property Manager or Landscape Committee will normally recommend trees to be removed. Individual Homeowners (via a Work Request) may also request any tree to be removed. The Board will evaluate each request or recommendation and will remove at its expense, any trees, based on its sole judgment, that meet the following criteria
 - a. Dead trees
 - b. Dying or diseased trees
 - c. Trees excessively damaged by wind or lightning (e.g. broken main trunks or many broken main branches)
 - d. Trees with large sections of dead branches (e.g. 25% or more dead area)
 - i. These should be monitored for one year to see if recovery is likely before deciding to remove.
 - e. Trees that are causing physical damage to homeowner or HOA property including
 - i. Utility service lines
 - ii. Fences
 - iii. Sidewalks
 - iv. Patios
 - v. Roofs or siding
 - vi. Other common area property
 - f. Trees that are determined to be hazardous. This will not normally include a healthy tree unless it is leaning in such a way that it will cause physical property damage if it were to fall.
 - g. Any other tree whose removal, in the sole judgement of the Board, is in the best interests of the HOA.
2. The services of a professional arborist may be utilized to assist in evaluating trees being considered for removal.
3. Removal work shall be performed by a qualified, licensed and insured tree service an in accordance with established Contract Guidelines.
4. Trees other than the above, which are requested to be removed by a homeowner shall be considered a Nuisance Tree. These may include
 - a. Tree dripping sap on vehicles or personal property
 - b. Trees dropping excessive leaves, needles or other debris on a homeowner's lot or roof
 - c. Trees that are considered undesirable by a homeowner for any other reason such as blocking too much sun, interfering with a view, unattractive species, etc.
5. Requests to remove Nuisance Trees will be handled as follows
 - a. Homeowner must submit a Work Request identifying the tree and the specific reasons for the request. Request must include results of input gathered from homeowners in the immediate area (within a 100' radius of tree) in the form of name, address and opinion of the request. Requests submitted without neighbor input will be considered incomplete and returned to homeowner.

- i. Request will be reviewed by the Property Manager and Landscape Committee and a recommendation will be made to the board.
 - ii. Board will review recommendations and act on the Work Request. If approved
 1. HOA will arrange for the tree removal by its contractor. The Property Manager will provide an estimated cost for the removal and Homeowner will pay this estimate in advance. The actual amount charged by the contractor that is more (less) than the estimate will be billed (refunded) to the Homeowner.
 2. Homeowner must also pay in advance a fee of \$150 which will be added to the Landscape Committee's budget to be used for planting new trees. Location of new trees are at the sole discretion of the Landscape Committee and the Board, however the Homeowner's input will be considered.
6. All trees removed from HOA common area shall be removed as follows
 - a. Trees must be felled with care to prevent damage to property. Removing tree by limbing and cutting into sections may be required in certain cases where proximity to buildings, other trees or other obstacles are involved. Property Manager should consult with the tree service prior to start of work so that a takedown plan can be developed and notices to nearby Homeowners can be given. Use of heavy equipment may be prohibited in certain areas or at certain times of the year.
 - b. Stumps shall be evaluated by the property manager and based on cost or other factors such as future use of the location, need to remove offending roots, etc., at the sole discretion of the board, shall be either
 - i. ground to a depth of 4 inches below turf level or
 - ii. removed by mechanical means
 - c. Once removed, area shall be
 - i. filled as needed up to 4" below surrounding turf
 - ii. 4" (min.) of topsoil added to bring to grade
 - iii. Seeded with a quality perennial grass seed
 - iv. Mulched with straw or other suitable material.
 - v. Initial watering applied