



# Landscape Guidelines For Franklin Village

2020

**The purpose and goals of the FV Landscape committee is to be environmentally responsible and to preserve and enhance the attractiveness of our village. To accomplish in most cases we do not remove healthy trees or bushes, but will try to prune, trim or shape any that are damaged or unsightly**

**The Landscape Committee is allocated a dollar budget annually to augment the Village Landscape Contract which doesn't cover flower, bush and tree replacements. The moneys are primarily spent on beautifying the front of the owners homes and the elevations facing the street; and taking down dead/dying trees since this is what owners and potential buyers see as they drive through the Village.**

**The village conducts a walk-around by members of the Landscape Committee in the spring and fall to determine if any of these common areas are in need of additional landscaping not covered by the yearly contract. These non-contract items, if recommended by the Committee and within Village budget, would then be accomplished and charged to the non-contract landscape budget.**

## **1. Use of Landscape Request Form.**

Franklin Village uses one Landscape Request Form for all Homeowner requests to add to, remove, or change landscaping. (A copy is attached to these guidelines.) It is understood that the costs of all design work, plant materials, other materials, and labor requested on such forms are the *Homeowner's expense unless otherwise noted*. A Landscape Request Form must be submitted for the following Homeowner requests:

- a. **Mulched Beds.** Add a new 18" mulched bed, or change the size or shape of an existing mulched bed. This could be on the *front, side or rear* of house, *around* deck or patio, or *behind* garage. No new, free-standing mulched beds may be created as an island in grassy areas (common ground).
- b. **Plantings in Mulched Beds.** Plant, remove, or replace evergreens, trees, or shrubs in any existing mulched bed. All trees must be located so that branches at maturity will be no closer than three feet from any building. Such plantings must be on the desirable plantings list for Hershey's Mill or be acceptable to the Landscape Committee. (Planting perennial flowers in an existing frontal mulched bed *does require* a Landscape Request Form, and they must be on the desirable plantings list for Hershey's Mill especially in frontages. Owners are responsible for maintaining any perennials or annuals planted by them.

- c. **Common Ground.** Remove, plant, or replace trees, shrubs, or evergreens in a grassy area (common ground). If a proposed removal is in such an area, the proposed work must include stump removal and reseeding.
- d. **Patio Enclosure.** Add stones, blocks, or mulched bed around patio enclosure. Homeowner *must* install a 6"-18" border, which may be stones enclosed by metal edging, patio blocks flush with ground level, or a conventional 18" mulched bed with either flowers or shrubs.
- e. **Stepping Stones in Grassy Areas.** Placing stepping stones in grassy areas (common ground). The Landscape Request Form shall include a description of the stones to be used. Once installed, stepping stones must be inspected periodically by the Homeowner and kept at or below ground level.
- f. **Special Pruning.** Prune trees, shrubs, or evergreens more severely than regular Village maintenance pruning. To be done by qualified landscaper. If done by owner the pruned branches must be removed at owner's expense. **Upgrades.** Upgrade size of trees, evergreens, or shrubs which are being replaced at Village expense. The homeowner will be billed for the difference between the plant material's standard replacement size and the upgraded size and any increase in cost of labor for the larger size plant material.

## 2. Source and Submission of Landscape Forms.

- a. Landscape Request Forms are available from any member of the Landscape Committee.
- b. The completed Request Form must be accompanied by a scale drawing(s) showing measurements, location and named variety of each plant material to be planted along with information regarding height and width at maturity. (Your installer can provide this information to you.)
- c. Completed Landscape Request Form and other information should be submitted to any member of the Landscape Committee who will forward it to the Chairperson of the Landscape Committee for the Committee's recommendation.

## 3 Decision Process.

- a. The submitted form and accompanying data and drawing(s) are reviewed by the Landscape Committee. Please allow adequate time for the Committee decision process.
- b. The completed form, data, and drawing(s) are then approved or denied by the Landscape Committee.
- c. Any landscape change made *without* prior Landscape Committee approval may be subject to removal at the expense of the Homeowner.
- d. Once installed, the Homeowner must maintain approved landscape changes in a neat and orderly manner on the side and rear elevations; and for 5 full years on the front elevation.

## 4. Landscape Committee Recommendations.

The Landscape Committee can recommend the removal of any tree or planting which has become a hazard, is overgrown, or is crowding other viable plantings or is overhanging a roof or rubbing against a building. After approval, the removal is charged to the Landscape Maintenance: Non-Contract Account #5400 or to the owner if the plant was planted by them.

## 5. Replacement of Plantings.

Replacement of plantings is not an automatic occurrence. Typically the Village is responsible for frontage landscaping planted by it and the homeowner is responsible for side and rear landscaping of the 18" mulch bed. The Landscape Committee will determine whether or not a replacement is necessary. A Home owner may request an; in kind, larger or different replacement bush or tree. If replacement is authorized by Council, the owner would be required to pay the difference between the original approved bush or tree per quote from landscaper. The Homeowner is responsible for the balance of the replacement cost.

- b. Trees, evergreens, and shrubs in mulched areas replaced at Village expense have a one-year guarantee. If a replacement dies because it has not been properly maintained (watered by the Homeowner), and the Committee decides another replacement is necessary to maintain the beauty of the Village, the Homeowner will be billed for any replacement expense.

## 6. Homeowners with Decks.

The Homeowner does not need approval of the Landscape Committee or Council to plant an existing 18" mulched bed of *flowers* around the perimeter of a deck. Such flowers may *not* be on the undesirable plantings list. The homeowner with a deck will be given special consideration to accommodate problems of scale and proportion

## 7. Homeowner Responsibilities.

- a. The Homeowner is responsible for weeding beds bordering the patio, patio enclosure or deck. Plants which invade the grass will be mowed.

The Homeowner who has spring bulbs, annuals, and/or perennials planted in mulched areas is responsible for spring and fall clean-up of such areas, including removal of all debris. Foliage should be removed when it is browned and dried.

- c. watering of plant materials in the *mulched areas* around the Homeowner's house and/or garage is the Homeowner's responsibility.
- d. Owners that do not maintain their properties in a neat and orderly fashion, including spring and fall clean-up of perennials may have the Village clean and trim their area and be charged by the Village landscape contractor.

## 8. Homeowners Who Wish to Weed or Prune in common areas.

- a. **Weeding.** Hershey's Mill Landscape Division will weed beds in Common Areas.

Homeowners, who wish to weed Common Area beds adjacent to house or garage themselves, are requested to notify the Landscape Committee *in writing*. After that notification, Hershey's Mill Landscape Division will not weed such beds; however, it will continue to perform pruning, spraying, mulching, and edging as contracted.

**Pruning.** Homeowners who wish to do their own pruning in the mulched areas adjacent to their house and/or garage should notify the Landscape Committee *in writing*. The

Landscape Committee Village reserves the right to prune any shrubs or trees that have become overgrown, unsightly, or too close to any building. .

#### **9. Mulch.**

All areas planted by the Homeowner must be mulched with the same type and color material used by Hershey's Mill Landscape Division: *Premium Brown dyed wood mulch.*, available at MainLine Gardens on Paoli Pike. Beds must be edged in the same manner as Common Area plantings, to permit ease of mowing and present a neat appearance.

#### **10. Use of Spring Bulbs, Perennials, and Annuals.**

- a. Spring bulbs, perennials, and annuals may be planted in existing mulched areas around the perimeter of your home but must be properly maintained. Please note that periodic mulching by the Landscape Division, done every other year, may interfere with your plantings. Please note that planting of perennials in frontages must be approved by the Landscaping Committee. Ground cover may not be planted by owners.
- b. Residents may not plant under free-standing trees or shrubs surrounded by grass (common ground).
- c. Plants or pots filled with flowers or plants are not allowed on mulched beds in lieu of planting in the ground.
- d. Where plantings are not properly maintained, Landscaping Committee may request that they be removed at owner's expense.

#### **11. Miscellaneous Objects**

- a. Fountains, sculptures, statues, or other ornaments may be placed on patios or decks without Council approval. Such items may not be specially illuminated.
- b. Small, neutral-colored statues (rabbits, turtles, etc.) may be placed in mulched beds.
- c. A maximum of *two* small, neutral-colored birdbaths and *two* bird feeders per unit area permitted in mulched beds around the perimeter of house and garage *only*. Birdbaths and feeders are not permitted outside these areas.
- d. Latticework or trellises are permitted in Franklin Village but must be approved via a Landscape Request Form, and cannot be attached to the house or garage.
- e. Trees and shrubs trained espalier-fashion are not permitted if attached to house or garage.
- f. No free-standing pots or planters are allowed on deck railings.

#### **12. Vegetables.**

No vegetables of any kind may be planted in the grounds of Franklin Village. However, a Homeowner may plant vegetables in a Hershey's Mill garden plot, or in containers on decks or patios.

#### **13. Stepping Stones.**

- a. Stepping stones are allowed in mulched areas without permission.

b. All stepping stones must be kept at or below ground level by the Homeowner.

**14. Lists of Desirable and Undesirable Trees, Shrubs, and Plants.**

Lists of trees, evergreens, shrubs, and plants recommended for Hershey's Mill; and of those undesirable for our Community, are available from the Landscape Committee.

**15. Automatic/ timed watering systems are not permitted**

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