

VILLAGE LANDSCAPE REQUEST FORM

Homeowner: _____ House #: _____

Brief Description of Landscape Request/Improvement: _____

Approval for any proposed change or addition to the landscaping in the Common Area around the homeowner's unit must be obtained from the Village Council - in advance - on this form, obtainable from the Managing Agent.

A scale drawing must be submitted. The drawing should include: Location and type of change proposed in relation to existing structures and common elements; dimensions of existing bed(s) and any enlargement or new bed; names and location of plants to be used and their height and width at maturity. For example: Juniper - Blue Rug, height 8"; width spreading up to 6'.

The plan must conform to the Village Landscape Guidelines and have neighbor acknowledgment. All requests must be received by the Managing Agent no later than the first day of the month to be considered by the Landscape Committee in that month. In no case will the response to this request be later than 30 days from the first day of the month it is being considered.

NO work may begin until notice of approval is received.

Mulch must be the same type used by Hershey's Mill Landscape Company. Homeowner must mulch, water, weed, trim, edge, fertilize and remove dead plants for one (1) year following installation. Homeowner will ALWAYS be responsible for replacing any dead plants in the installation.

Approval is valid for 180 days after date of approval by Council. Work must be completed within this period. If work is postponed or changed in any way, a new approval must be obtained.

NAME OF CONTRACTOR: _____

The Contractor must file *Certificate of Insurance* and signed *Responsibility Acknowledgment Form* (found on the reverse of this form) with the Managing Agent BEFORE work begins, and is responsible for any damage to Common Areas, buildings, wires, etc. He will keep all equipment on paved areas within the Village unless special permission is granted through the Managing Agent. If the homeowner does the planting, *Responsibility Acknowledgment Form* must be signed by the homeowner.

AS OWNER(S) OF UNIT # _____, I/We agree to be totally responsible for the entire installation, maintenance, and upkeep (replacement, insurance, etc.) of the above change or addition, if approved, as stipulated. This Agreement will be made part of any agreement of sale that I/We may enter into for the unit mentioned above.

Date: _____ Signature(s): _____

Neighbors' (1) _____ (Unit # _____) (2) _____ (Unit # _____)
 Acknowledgments: (3) _____ (Unit # _____)

(The signatures of neighbors do not imply either approval or disapproval, merely that they have been informed of the request by the Homeowner. They may obtain a copy of the request and plan from the Managing Agent. Any homeowner wishing to comment on the request may do so in writing, forwarding comments to the Managing Agent as soon as possible prior to scheduled Committee and Council meetings.)

COMMITTEE RECOMMENDATION & DATE	COUNCIL DISPOSITION & DATE
Approved: _____	Approved: _____
Disapproved: _____	Disapproved: _____
Recd. by Agent--Date _____	Copy Returned to Homeowner--Date _____
Final Committee Inspection : Approval _____	Date _____