

Landscape Basics for Baycrest Homeowners

The **Architecture/Landscape Committee**, as it is commonly known, is officially the Architectural Control and Maintenance Standards Committee (ACMSC). Members are limited to three and are designated by the Baycrest Board. The Committee's responsibility is "to act in an advisory capacity only".

On behalf of The Board, the **Committee accepts requests from Homeowners to change** and/or update the outside of their home (**architectural**) or their landscaping surrounding the home (**landscaping**). The Committee reviews requests to be sure that the Homeowner's plans meet the standards (rules) set by the Baycrest Board and Pelican Landing's Design and Review Committee (the DRC).

Any and all changes, additions, removals and replacements must first be approved by the Baycrest Board and then by the Pelican Landing DRC. Pelican Landing has strict rules about what trees, bushes and plants may be removed and if removed, what trees, bushes and plants may be used for replacement. Homeowners may not make changes in their landscaping until both approvals have been received.

There are **two separate modification request application forms** on the Baycrest website under the documents tab, one for architectural requests and one for landscape requests. The first page of each application spells out the procedure for application and approval. The Landscape Request includes the application form for Baycrest which must be submitted and approved by the Baycrest Board first. The form for the DRC's approval can only be submitted after approval from the Baycrest Board is received. Usually, a Homeowner will contact a landscaping business to develop a detailed plan. The plan can simply be attached to the application form.

Baycrest's website is baycrestonline.org

Baycrest Homeowners own all of the land surrounding their homes, which means that any repairs, removals or replacements related to landscape are the financial responsibility of the Homeowner. Homeowners are responsible for care of their landscape beyond the general maintenance provided by our landscape company.

If a home is located in the center island, ownership may extend from street to street (even though there may be bushes or hedges blocking the street view) or extend from the street to a neighbor's property line. If a home is located on the outer edge of the circle, ownership extends from the street to the boundary of the golf course. From side to side, there should be a marker delineating property lines between lots.

Baycrest Homeowners share ownership of “**common areas**” which include the front entrance middle section, the two signs at the front entrance, the pool, clubhouse and bathrooms inside the pool gate, the area around the pool outside the fence and the outside park area in front of the pool gate.

The Baycrest Homeowners’ Association hires a **landscaping company, currently Greenscapes**, to do basic maintenance for all properties. Basic maintenance is handled by individual crews who work according to a predetermined schedule set by Greenscapes. Schedules may change according to the season and the weather. The number of days and hours spent at Baycrest for maintenance jobs is spelled out in the contract signed by Greenscapes and the Board. Hours can sometimes be adjusted job to job, but the total number of hours worked cannot be increased. Schedules are planned throughout the year for the following maintenance jobs:

- Grass mowing and edging, grass fertilization and insecticide treatment as needed
- Weed killer application for the grass, sidewalks and the driveways
- Pruning and fertilizing shrubs, trimming hedges
- Clean up and removal of leaves and debris

The Architecture/Landscape Committee conducts a “walkabout” each month with our service representative from Greenscapes and our property manager from Gulf Breeze to evaluate maintenance follow-through and to identify landscaping areas of concern for future maintenance projects.

If an individual Homeowner has a specific issue related to landscaping, a call should be made to our property manager who will determine appropriate follow-through. Resolution may fall under our contract with Greenscapes or it may be the responsibility of the Homeowner. Work requests are not to be made directly to crew members or other Greenscapes staff on site to insure that contracted work is completed on time.

Members of the Architecture/Landscape Committee can answer general questions on landscaping. While they are not expert landscapers or gardeners, they may be able to make suggestions or referrals.

Irrigation maintenance is also provided by Greenscapes on a regular schedule. There is a document on the Baycrest website which explains responsibilities for irrigation (**Landscaping Committee’s Irrigation Definitions and Processes**). Maintenance/repair requests should be directed to our property manager at Gulf Breeze via phone or email. He is authorized to approve requests under \$200 and to forward a work order to Greenscapes for follow through.

Our property manager at Gulf Breeze Management Company is Aharon Weidner, phone (239) 498-3311 or email aharon@gulfbreezemanagement.com