

Somerset Lake Community

COMMON AREA LANDSCAPE CHANGE REQUEST FORM

(Carriage & Glenn Houses, Sandy's Parish and Southampton Parish)

GUIDELINES:

All landscape changes need approval of the Somerset Lake Grounds Maintenance Committee (SLGMC).
A landscape professional will be consulted.

The process of approval will include consideration of the overall benefit to the section involved:
i.e. (Carriage Houses, Sandy's Parish or Southampton Parish), since all the homes in each individual section contribute to their landscaping maintenance fee.

SLGMC's first priority will be to maintain and protect existing landscaping, not to create a future financial burden on the residents, and to maintain a unified landscape appearance as in the judgment of the landscape professional.
Therefore, proposals will be assessed based on the following Guidelines.

Residents must complete a Landscape Change Request Form for any landscape changes.
The form must be sent to the Property Management Company, who will forward it to the SLGMC for consideration. A written response will be sent to the resident.
A copy of the request and response will be kept on file for future reference.
The forms are available in the Clubhouse.

Landscape changes will be limited to areas immediately adjacent to the residence and within the maintained lawn area.

NO LANDSCAPE CHANGES WILL BE ALLOWED OUTSIDE THE MAINTAINED LAWN AREA, INCLUDING THE RAVINE AND CREEK AREAS.

It will be the responsibility of the Resident to remove/replace any of the approved landscape changes that die – at their cost, in a timely manner. A date will be agreed upon by SLGMC and the resident for compliance. If the work is not completed by that date a contractor will be hired at the expense of the resident to complete the work. Anything approved for planting that would require maintenance above what the general maintenance contract states will be the financial responsibility of the resident.
(Note: A copy of the maintenance contract is available at the Clubhouse)

Residents are encouraged to use only annuals and small perennials. The planting of trees and shrubs are not desirable unless they fit into the long range landscaping plans.

Under no circumstance will the Resident remove or harm existing landscape plantings. They will be held responsible for the replacement in kind. If the Resident's plan calls for the removal or change to existing landscaping plantings, the Resident will pay for the professional work that it involves.

If landscaping changes are made without submitting a form and written approval from the SLGMC, the Resident will be subject to the Fining Procedure as approved by the Somerset Lake Board.

By submitting this form, it is understood that the Resident will abide by the Guidelines stated above.

Chairperson of SLGMC
Somerset Lake Board of Directors

Mailing address for Brandywine Valley Properties (Management Co.):
Somerset Lake Service Corp.
P.O. Box 7368
Wilmington, DE 19803

Somerset Lake Community

COMMON AREA LANDSCAPE CHANGE REQUEST FORM

(Lakeside Open Space, Carriage Houses, Sandy's Parish and Southampton Parish)

APPLICANT: Please complete the following after having read and agreed to the Guidelines on page 1 of this form.

Date submitted by applicant: _____

Name: _____ **Address:** _____

Daytime phone # _____ **email:** _____

Proposed Change: *(If additional space needed, please attach and make a note.)*

Proposed start date: _____ **Proposed completion date:** _____

Date received by Management Co. : _____

Date received by SLGMC: _____

Comments: _____

Approved by:

Date:

Request denied: *(Please state reason and sign)*

Signatures: _____

Date: _____

Date form returned to resident: _____