

INDIVIDUAL APPLICATION FOR REMOVAL OF A TREE

Please complete this form *in duplicate* and submit it to the ROA Manager for review and comment by the Architectural Committee.

NOTE: The ROA Declaration of Covenants, Conditions and Restrictions reads: “No trees may be removed without the written approval of the Board of Directors of the Association” (Article X, section 10.9). The Tree Ordinance for ROA is in the Architectural guidelines, Appendix D. The Declaration and the Guidelines are on the Reflections website, reflectionslife1.net. The Architectural Committee reviews requests for tree planting and removal, but the final authority rests with the Board of Directors.

Obviously dead spindly trees (less than six inches in diameter when measured at four and a half feet above the ground) may be removed by staff, as directed by the Manager, without requesting permission from the Board of Directors.

Otherwise, both the staff and individual homeowners must request permission to remove a tree.

THE FOLLOWING INFORMATION IS FROM THE TREE ORDINANCE:

Tree removal will be approved only as a last resort when there is a serious problem and no other solution is possible.

A. REASONS FOR WITHHOLDING APPROVAL

The Board generally will not approve tree removal for purposes of...

- re-grading,
- establishing a lawn,
- providing a view, or
- creating an open area;

Nor will it approve requests for removing a tree because of seasonal inconvenience such as leaves, bark, nuts or needles falling onto decks or patios.

B. REASONS FOR AWARDING APPROVAL

Valid reasons for tree removal include:

- Tree is dead, diseased or damaged*
- Tree represents a potential danger to people or property*
- Tree has detrimental effect on other plant material; e.g. crowding out more desirable trees
- Tree blocks vehicular sight lines
- Tree is too large for space and pruning will not be effective
- Tree has invasive roots

* In some cases, such as structural damage or disease, the claim must be substantiated by a qualified professional such as a foundation specialist or certified arborist.

NOTE: The following form may be completed online by using the <TAB> key to navigate between the cells in the table, or by pointing and clicking with your mouse in the selected space. The cells which will require you to enter lines of text will automatically expand as you type.

When you have completed the form, print pages 2 and 3 of the document only (2 copies) obtain the necessary signatures, and submit the 2 copies to the ROA Manager.

TO: Architectural Committee

DATE:

RE: Request for Approval Removal of a Tree

ADDRESS:

OWNER(S):

Estimated Start Date:

Estimated Completion Date:

I. Description of the tree you would like removed. (A ribbon must be tied around the tree so that it can be easily located and examined.)

II. Is the tree on common property or on your property or easement? If it is on your easement, the Board may require you to remove the stump.

III. Reason(s) for requesting that the tree be removed. See the notes on page 1 of this form for the most frequent reasons for withholding or granting approval.

IV. Please provide the following information:

1. Name of qualified contractor who will do the work:

2. Will this project necessitate changes in present grade or drainage patterns?

Yes

No

If "Yes," how?

Signed:

Applicant's Signature

Applicant's Phone #

Email Address:

I hereby request approval of the project described above. To the best of my knowledge and belief it is not in violation of any specific guidelines in the ARCHITECTURAL AND LANDSCAPING GUIDELINES, Section 5.5 of the Covenants. I understand (as per Guidelines, Introduction, Section VI, Page iii) that previous approval of a similar project does not necessarily constitute a precedent for approval of this project. In addition, approval of this project does not negate the necessity of submitting a "request for approval" of a similar project in the future.

My immediate adjacent neighbors have been shown this request and their signatures and opinions appear below.

I have been unable to contact one or more of my adjacent neighbors and I request that the Architectural Committee do so for me if they deem it necessary.

Signed:

Applicant's Signature

My signature below indicates: _____ No objection to the proposal _____ Objection to the proposal

Signed: _____
Neighbor's Signature

My signature below indicates: _____ No objection to the proposal _____ Objection to the proposal

Signed: _____
Neighbor's Signature

IMPORTANT NOTE FOR NEIGHBORS:

A homeowner may, with all good intentions and without realizing it, plan a structural landscaping alteration that could harm your interests now or in the future. The Architectural Committee wants to protect your enjoyment of your home as well as its value. We are concerned with such things as your visual and acoustic privacy, your freedom from “nuisance” activities, and maintaining as far as possible the ambience, which led you to move here in the first place.

You should have a copy of *ARCHITECTURAL AND LANDSCAPING GUIDELINES FOR REFLECTIONS HOMEOWNERS* and be familiar with its contents. The guidelines are on the Reflections website, reflectionslife1.net. If you feel that the above proposal violates the letter or the spirit of these guidelines in any way, or is harmful to your legitimate interests, you should make your concern known to the Architectural Committee.

If you indicated that you object to the proposal, and you have discussed your objections with the applicant, you may attach your comments to this application. However, you may choose to send your comments under a separate cover directly to the Committee Chairperson and/or arrange to appear before the Committee.

If this application is approved over your objection, you have the right of appeal to the Board of Directors. Please see Section 6.10 of the Guidelines, especially the last paragraph.

ROA Manager’s review and comments:

SIGNED: _____
ROA Manager