

# **Landscape Enhancement and Maintenance Policy for LCE's**

## **Preface**

The general policy of the Condo-Owners' Association (COA) is to cost effectively enhance the beauty and value of our Hillside development over time by means of implementing a landscape Master Plan for General Common Element (GCE) areas, as well as providing guidance and flexibility for co-owners to enhance their respective Limited Common Element (LCE) areas. The following detailed policies and procedures are designed to fulfill this policy.

[Note: Limited Common Elements (LCE's) include the "Building Envelope" around each condominium which is generally defined by the edged, mulched garden areas.]

## **Master Plan**

A Landscape Master Plan will be developed to cover all General Common Element areas of Hillside. The Master Plan will be considered flexible as to design and timing of implementation in order to accommodate affordability and other considerations of the COA.

Also, a "Planter's Palette" of recommended plantings that will thrive in our specific climate, soil conditions, and sun or shade conditions will provide guidance to Co-owners regarding complimentary plantings for enhanced Limited Common Element areas.

## **Landscape Maintenance**

The COA assumes full responsibility for landscape maintenance of the General Common Elements and the Limited Common Elements to the desired standards of the COA. To do so, the Board will select a qualified landscape maintenance company to maintain the landscaping to ensure proper and consistent maintenance of all the grounds within Hillside.

Co-owners will be responsible for the maintenance of flowers and vegetables which they plant in their respective gardens.

Landscaping will be maintained, at a minimum, to the standards of the COA.

## **"Enhancing" Your Mulched Gardens within the Original Building Envelope**

Co-owners may "enhance" their originally defined mulched gardens with additional, or alternative, shrubs and/or trees to the original ones. To do so, the Co-owner needs to submit their plans to the Landscape Committee for review and approval. A form for doing so can be downloaded from the Hillside website ([hillside.condos](http://hillside.condos)). The Committee will be considering such issues as impact on surrounding plantings, the irrigation system, and maintenance requirements as the plantings grow. Depending on the scope of the plans, it may also need Board review and approval. The installation cost will be the sole responsibility of the Co-owner.

The responsibility for ongoing maintenance of the entire Building Envelope, except for flowers and vegetable, will be the COA's. There is no additional charge or assessment fee for COA managed maintenance performed within the original Building Envelope.

To provide some expert guidance for plant selection, the Landscape Committee will provide a "Planter's Palette" of recommended plantings that will thrive in our specific climate, soil conditions, and sun or shade conditions.

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### **"Expanding" Your Mulched Gardens into the General Common Element Area**

Some Co-owners may want to add landscaping to their Unit by "expanding" their current mulched gardens into, or adding additional gardens or trees to, the General Common Element area around their Unit. Since this has broader implications to the COA than merely enhancing the original mulched gardens within the Building Envelope, there are additional conditions to which the Co-owner must agree in order to gain approval.

As with "enhancing," the Co-owner needs to submit their plans to the Landscape Committee for review and approval prior to installation. The plans will also require Board review and approval. As before, the installation cost of the expanded area will be the sole responsibility of the Co-owner.

Landscape maintenance of approved "expanded" landscape areas will be the responsibility of the COA. Because there will be additional maintenance costs and administrative costs the Association will incur for approved "enhanced" landscape areas, an additional one-time "assessment" will be added to the homeowners next monthly fees following completion of the installation.

### **Enhancement Application Form on the Hillside Website ([www.hillsidecondosgr.com](http://www.hillsidecondosgr.com))**

A form with which to submit your proposal/request is posted on the Hillside website under the "Landscaping" tab. It can be accessed by clicking on the link "Change Application." Instructions for completing and submitting your request are included on the form. The "Planter's Palette," providing suggestions of preferred trees, shrubs, and flowers, is also posted on the website.

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### Summary

#### 1. Categories of Features

- Flowers - annuals and/or perennials (Planters Palette only for perennials)
- Select vegetables, herbs (Planters Palette only (NO melons, vines, mint))
- Shrubs - flowering or evergreens
- Trees - ornamental, deciduous and/or evergreens
- Landscape features - water features, rocks...
- Underground drip lines, irrigation

#### 2. Approvals Required and Installation / Maintenance Responsibilities

Category of Enhancement	Within Original Mulched Garden (Building Envelope)			Outside Original Mulched Garden (General Common Element)		
	Approval Required by:	Installation Costs	Maintenance Responsibility	Approval Required by:	Installation Costs	Maintenance Responsibility
Flowers	None (Planters Palette)	Owner	Owner	LC	Owner	Owner
Vegetables, Herbs	None (Planters Palette)	Owner	Owner	LC	Owner	Owner
Shrubs - replacement of original	LC	COA*	COA	LC	Owner	COA**
Shrubs - new/ additional	LC	Owner	COA	LC/BOD	Owner	COA**
Trees - replacement of original	LC	COA*	COA	LC	Owner	COA**
Trees - new/ additional	LC	Owner	COA	LC/BOD	Owner	COA**
Landscape features	LC	Owner	Owner or COA	LC/BOD	Owner	COA**
Underground Drip Lines, Irrigation	LC	Owner	COA	LC/BOD	Owner	COA**

\* Only if dead and replace with same type of shrub or tree. Otherwise, it is "new/additional."

\*\* One-time Assessment Fee included to cover COA maintenance costs.

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3. One-time Assessment Fee for expanded LCE into General Common Element area:
  - 10% of the total installation cost.
  - Assessment fee will be invoiced the month after installation.
  - Assessment fee may be reviewed and adjusted in the future.