

## Application for Landscape Modification

**All areas surrounding your unit are common property belonging to the entire Section. Unit owners have an easement surrounding their unit (3-4 feet, depending on the type of plantings) in which they may landscape with the proper approvals from the Landscape Review Committee, the Section, and the CCA.**

The Committee shall take the following into consideration when granting approvals: proposed plants, potential height and breadth at maturity, rate of growth, potential effect of planting regarding the following issues - root growth, leaf removal, and blockage of visibility. Restoration of any damage to swales, berms, grading conditions, lawns, etc. that may occur when planting is the responsibility of the unit owner. Annual and perennial flowers do not require approval.

Unit Owner Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Section #: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Unit Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Landscaping by Unit Owner:** If you are modifying the landscape yourself, please describe the proposed landscape alterations below, include types of plantings and their placement in a drawing and return this completed form to the administrative office.

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**Hiring a Landscaping Company:** If you are hiring a landscaper to perform the modifications, the following must be submitted to the administrative office with this completed form.

1. A copy of the landscape plan including dimensions, types of plants and any other materials;
2. A copy of the proposal or contract;
3. A certificate of insurance from the contractor naming the CCA, the Section and the unit owner as additional insureds (see attached sample)

Once approved, you will be notified in writing that the work can commence. **New Jersey Law requires anyone digging to call New Jersey One Call** at least three full business days (not counting weekends or holidays), prior to beginning work. This includes unit owners or their contractors. Call 811 or (800) 272-1000 any time of the day or night and wait for the mark-outs before commencing work.

**It is the responsibility of the unit owner to make arrangements to protect any in-ground irrigation system as this is not included in utility mark-outs.**

**Should you or your contractor damage CCA or Section common property, you and your contractor are responsible for repair and returning common property to its original condition within (30) days of the occurrence to avoid restitution fees being placed on your account.**