

Georgetown Village Condominium

ADMINISTRATIVE RESOLUTION 08-01

TREE REMOVAL POLICY

This Administrative Resolution establishes the Georgetown Village Condominium ("GVC") policy on the removal of trees from the common elements.

In general, GVC's policy is not to remove any tree unless it is unquestionably necessary to do so, except as noted below.

1. Policy for the removal of an unsafe or unhealthy tree that cannot be rehabilitated.

From time to time it may be necessary to remove trees immediately for various reasons (e.g., an ice storm damages/destroys a tree, a tree is deemed to be a safety hazard and presents a potential threat to persons or property, or a tree has a disease that would spread to surrounding trees). A tree expert/arborist will be consulted to attest, in writing, to a tree's safety or disease state before removing it, and affected homeowners will be notified in writing of the necessity for removal.

The cost of removal and the proper care of trees on GVC property is covered under the line item "Tree Maintenance: Expense for the proper care of trees located upon the common areas of the community, including pruning and fertilization, and the removal of trees and stumps as necessary."

2. Policy for a homeowner-initiated request for the removal of a healthy tree that is not posing a safety threat to people or property.

Should a homeowner(s) request the removal of a healthy tree, the Landscape Committee will recommend a course of action to the GVC Board of Directors if all of the following conditions are met:

- (a) The tree is inappropriate for the area in which it is planted. The requesting homeowner(s) must state in writing why they believe the tree is inappropriate; and
- (b) A majority (more than 50%) of the homeowners in the affected building(s) agree to the removal of the tree; and
- (c) The requesting homeowner, as well as other homeowners who may wish to participate, agree to pay for removal of the tree; and

(d) The requesting homeowner, as well as other homeowners who may wish to participate, agree to purchase a replacement tree to be planted around the affected building, or if that is not feasible, elsewhere on the property. The GVC grounds maintenance company will be consulted on an appropriate replacement tree, but will not be contacted until it is clear that a majority of homeowners are in agreement with the request.

3. The procedures below will be followed, in the order presented, when a homeowner requests the removal of a tree under #2 above.

- (a) The homeowner(s) will submit a written request to the GVC Landscape Committee. The request must identify the tree in question, give specific reasons why they believe it is inappropriate for the area in which planted, and state that they agree to pay for both the removal of the tree and a replacement tree.
- (b) The request will be reviewed by the Landscape Committee, who will 1) give "concept clearance" for the request to continue through the process; 2) request additional information, if needed, before making a recommendation; or 3) deny the request. In the latter two situations, the Committee, through the On-Site Management Office (OSMO), will notify the homeowner(s) of the need for additional information or the reason for denial. In such cases, the Board also will be informed.
- (c) If concept clearance is received, the OSMO will develop a notice to be sent to all affected homeowners and receive their replies. The notice will inform the homeowners of the request and ask them to notify the OSMO about whether they agree or disagree with the request within two weeks of the date of the notice. A majority of unit owners (more than 50%) must respond affirmatively for the request to proceed.
- (d) If a majority of affected homeowners are in agreement, the matter will be brought to GVC Board for a final decision.
- (e) Upon approval of the Board, the OSMO will request the assistance of the GVC grounds maintenance company to specify the cost for removal of the tree and identify several potential replacement trees and their costs. The homeowner(s) who have agreed to fund a replacement tree will be consulted in this step. Upon receipt of the information, the OSMO will notify the requesting homeowner(s) and the Landscape Committee of the recommendations.
- (f) The requesting homeowner(s) will make a final decision about whether to proceed with the request. If the decision is to proceed, the Landscape Committee and the Board will be notified of the decision. The homeowner(s) will make payment for the work, after which the OSMO will arrange for removal of the tree and installation of a replacement tree.
- (g) In accordance with standard Landscape Committee procedures, the affected homeowners will be notified in advance of the tree selection and the approximate installation date.

**Adopted by Board of Directors
August 12, 2008**