

Columbia Place Homeowners Association, Inc.

Addendum to Rules and Regulations

B: LANDSCAPE MAINTENANCE POLICY AND PROCEDURES

Resolution Approved by the Board of Directors on (TBD, 2011)

Management Company: Community Association Services, Inc.

5915 Farrington Road, Suite 104

Chapel Hill, NC 27517 Phone 919.403.1400 Fax 919.403.1499

E-mail: Jim@casnc.com

APPENDIX B

LANDSCAPE MAINTENANCE POLICY

This policy, as approved by the Board of Directors on (TBD, 2011), and revised effective as of (TBD, 2011). **WHEREAS**, in order to further define Article Eight, Section 3 of the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS, the BOARD OF DIRECTORS wishes to establish a Landscape Maintenance policy:

NOW THEREFORE, BE IT RESOLVED THAT the following Landscape Maintenance policy be adopted by the BOARD:



Section 1. General Information

A. Landscaping Maintenance Defined.

Responsibilities relating to the Columbia Place Homeowners Association, Inc. (hereafter referred to as CPLHOA) are confined to the maintenance and improvement of the front yard, side yard and common grounds and the maintenance of rear yard lawns provided those lawns are not fenced. In order to facilitate this goal, the following policy has been established and adopted by the Columbia Place Homeowners Association, Inc (CPLHOA) Board of Directors.

B. Questions and Problem relating to the Landscaping Policy.

All questions and problems concerning the Landscaping Policy should be in writing and directed to the management company of the CPLHOA. A duplicate copy of the correspondence should be forwarded to the President of the CPLHOA. Items which are urgent should be reported, by telephone, directly to the management company and then confirmed in writing.

Section 2. Landscape Maintenance Policy

A. Landscaping and Grounds care.

One of the principal responsibilities of the CPLHOA is to maintain and improve the appearance of the grounds. The Board of Directors contracts for professional tree, grounds and lawn services. Homeowners may not exclude their property from maintenance except as noted in subsection D, Back Yard.

Columbia Place Homeowners Association, Inc.

B: LANDSCAPE MAINTENANCE POLICY AND PROCEDURES (Continued)

B. Lawn care.

Lawn care, such as mowing, trimming, fertilizing and weed control is the responsibility of the CPLHOA. This work is contracted to a lawn service on the basis of competitive bids and service quality. Lawn service workers are not responsible for moving bicycles, lawn furniture, toys, hoses, etc. in order to mow nor are they responsible for damage to such personal articles. To facilitate mowing and to keep up the appearance of the community, no belongings should be left on the common areas. **It is the homeowner's responsibility to water the grass, shrubs, and trees on his or her lot and the driveway divider.** The extra cost for landscaping a unit due to homeowner negligence such as failure to water the lawn or damaging or removing front foundation plantings, will be assessed to the homeowner (e.g., the homeowner will be responsible for the cost of reseeding the yard or replanting the driveway divider if the grass dies due to homeowner's failure to water).

Watering must be done in conformance with governmental and utility regulations.

C. Trees and shrubbery.

The CPLHOA is only responsible for the trimming and replanting or removal of trees and shrubs on common ground and some other properties. Replacement may be delayed for budgetary reasons or to await the proper season for planting. The CPLHOA is also responsible for yard and common grounds insect control as provided by the contracted landscaping service. Unique landscaping is not provided on a lot-by-lot basis.

D. Back Yard.

No landscaping service will be provided to a fenced-in back yard. The homeowner may, at his election, plant and maintain at his/her own expense trees, shrubs, flowers, and grass in his or her back yard, provided that such plantings and maintenance by the homeowner does not hinder the CPLHOA in performing its maintenance of the exterior of the townhouse, the remaining yard spaces or the Common Area. No such maintenance by a homeowner shall reduce the assessment payable by him to the Association.

E. Flowers.

The homeowner of any Lot may plant flowers, such as annuals or perennials, in the natural areas in front, rear or sides of townhouses without approval. Such flowers should be the low (less than 18 inches), bushy bedding type and preferably compatible in color. The homeowner plants these flowers at his or her own risk and expense and is responsible for maintaining these flowers in a neat manner and cleaning up the dead stalks in the fall. Approved flowers may also be planted in terra-cotta colored pots with saucers or in moss lined white, green or black vinyl covered hanging baskets and placed on the homeowner's front porch. They should be maintained in a neat manner. Flower pots or baskets should not be placed on sidewalks or parking areas. Empty pots or hanging baskets or those with dead plants should be removed from the front yard. The homeowner of a lot shall not plant any other vegetation in the front yard, side yard or the common grounds except with the prior written approval of the CPLHOA.

Columbia Place Homeowners Association, Inc.

B: LANDSCAPE MAINTENANCE POLICY AND PROCEDURES (Continued)

F. Ivy and Vines.

Ivy and Vines on the exterior surface of the unit are difficult to control, can damage exterior wall surfaces and increase the cost of maintenance. Homeowners who desire to have such vines must keep them in pots and away from all building surfaces, walls, windows, frames, lattice, rails etc. If a homeowner fails to keep them away from the building, the vines will be removed by the CPLHOA and the homeowners will be charged for the work.

G. Vegetables.

Vegetables may not be planted in the front yard, or anywhere on the common grounds other than a designated "community garden." They may, however, be planted in the homeowner's rear and side yards as long as they are maintained in a neat manner and the dead stalks are cleaned up in the fall and disposed of properly.

H. Lawn Accessories.

No items such as bird baths, bird feeders, bird houses, lawn decorations, insect control bags or permanent outdoor decorations may be placed on the common grounds or on front and side yards without prior written permission from the CPLHOA. This provision is not meant to preclude the homeowner from displaying holiday decorations such as wreaths, lights, and lawn ornaments for a period not to exceed forty (40) days.

I. Landscape Changes.

Homeowners desiring to plant or remove shrubs or trees from their units or anywhere on the common grounds must submit an Architectural Change request to the CPLHOA and receive prior written approval. Requests for approval should include the following information:

- (1) Species and characteristics of shrub/tree
- (2) Location of the planting, and
- (3) If a tree, distance from the house, sidewalk, and surrounding trees, and
- (4) Approximate expected height and width at maturity.

The homeowner is responsible for replacing these plantings should they die and the CPLHOA is not responsible for any reimbursement to any homeowner or tenant for the damage or death of the plant or tree. The homeowner is responsible for any damage caused by that tree. The homeowner of a lot may not remove any trees from the front yard or side yards or common areas without the prior approval of the CPLHOA. All shrub removal requests should be addressed to the CPLHOA and submitted to the Management Company. Please see Appendix C for a complete set of rules and procedures regarding the Architectural Change Policy.



Secretary to the Board
Columbia Place Homeowners Association, Inc.