

These draft guidelines include the recommendations of our staff. The items in **RED** are staff recommendations which our revision committee may want to discuss.

LANDSCAPE GUIDELINES

The Landscape Committee and the Board of Directors encourage members to help make and keep the landscaping in our community attractive. This booklet of Landscaping Guidelines is our attempt to assist you in understanding and complying with the rules we have established while showing you ways that you can have a hand in beautifying the area around your home.

You will note as you read through these guidelines that the Board of Directors and the Landscape Committee have been given a large amount of discretion in what may be allowed and what will not be allowed. This is done because the goal is to allow community members latitude in beautifying the area around their homes. However, all beautification efforts must be such that they do not detract from the overall appearance of the community or from your neighbors' right to enjoy their homes.

I. GENERAL

1. Residents are encouraged to pull out weeds, cut off dead flowers, and do such general light-duty maintenance.
2. Residents are encouraged to inform the office by phone, email or in-person visit of landscaping needs which they observe.
3. No plants, trees, or bushes shall be planted in common areas by any resident or Homeowner without prior approval of the Landscape Committee and the Board or the Board's Executive Sub-Committee.
4. Removal of old, diseased, or unwanted plants beyond the ongoing maintenance done by the landscape contractor requires prior approval of the Landscape Committee and the Board or the Board's Executive Sub-Committee. Such "over and above" work shall be at the Homeowner's expense.
5. Watering of any common areas by residents is prohibited except in the case of new plantings or when plants are distressed.
6. All new plantings must be selected from the Plant Palette, which is found on the OCA website: www.oceanaseniors.org.
7. The Garden Club or individual homeowners may have some plants in need of a good home which could cut a Homeowner's new planting costs – with prior Landscape Committee and Board or Board's Executive Sub-Committee approval.
8. Hummingbird feeders are allowed, but bird feeders with seeds are not allowed because the droppings can attract rodents. A maximum of two lawn ornaments, ~~windmills, and the like.~~ may be used as long as their presence does not impede the view of a neighbor. All such items must be placed where they will not interfere with lawnmowing.
9. Potted plants or planters are limited to 10 per dwelling. Maximum size is 24' x24", **and they must have saucers under them.** Potted plants or planters cannot block access to the dwelling doorway. **(ALTERNATE: Potted plants or planters must be on a hard surface so they do not grow roots underneath, and they** cannot block access to the dwelling doorway.)
10. There is a "no spray" list for residents who do not want pesticides sprayed around their

- dwellings. Contact the Business Office.
11. No modifications are allowed to be made to any OCA irrigation.

II. LANDSCAPE WORK ORDERS

1. The Landscape Work Order Request Form is the means to request routine service, **irrigation repairs**, a new Association-paid proposal or a homeowner-paid proposal.
2. This form, which is obtained from the OCA Business Office or Website, is to be completed, signed by the Homeowner, and returned to the Business Office. A renter must have the form signed by the Landlord/Owner. It is also possible to complete these forms on-line and submit them electronically. The Work Order will then be reviewed, approved or denied by the Landscape Committee and the Board or the Board's Executive Sub-Committee.
3. Work Order Forms must be submitted to the Business Office by the 1st day of the month before 3:00 p.m. Any forms received after the 1st of the month will be applied to the following month's Landscape Committee agenda.
4. Homeowner attendance at the Landscape Committee meeting where their request is being considered is helpful in facilitating that request and is encouraged.

III. PROCEDURES FOR MODIFICATIONS

1. All changes or modifications to any part of the Common Area require application to the Landscape Committee. Approval of the landscape changes by the Landscape Committee and the Board or the Board's Executive Sub-Committee is required before a change or modification can be made.
2. The Proposed Modification part of the form is the means to request modifications and to take responsibility for all costs involved.
3. Modifications which involve new plantings must select plants on the plant palette. Drawings with plant specifics are required with the application.
4. Examples of modifications which may be considered by the Landscape Committee include a request:
 - a. to install artificial turf,
 - b. to convert a grass area to stone,
 - c. ~~to install a paving stone walkway or patio (See Attachment 1);~~
 - d. to enlarge an area of bushes or flowers.
 - e. to plant a bed of annuals,
 - f. to **have** a new shade tree **planted**,
 - g. to **use a plant or tree not on** the plant palette,
 - h. to make use of an outside landscape contractor to do plantings,
 - i. ~~to increase the number of potted plants or planters or their size.~~
5. As stated above, the Landscape Committee and the Board or the Board's Executive Sub-Committee have full discretion in whether to grant or deny a **homeowner** modification request.

IV. PROGRAMS

1. Several programs are available to allow residents to participate in enhancement/beautification of the landscape.
2. Such programs to assist the homeowner/resident include: Opting out of hedge and plant maintenance, the Adopt a **Spot Corner/Area** Program, and organizing an Aladdin Project.

Information on these programs is available from the office ~~or on the oceanaseniors.org~~ website.

3. The Garden Club offers a pleasant way to get down into the dirt and grow some flowers or vegetables.

~~Attachment 1—~~

~~—With the approval of the Board or the Board's Executive Sub-Committee, there are some cases where paving stones may be allowed under the following conditions—~~

~~**Adding New or Replacing Old Pavers**~~

~~City Permit: Not Required~~

~~Submittal Requirements:~~

~~An application for adding pavers must be submitted to the Landscape Committee.~~

~~All submissions must also receive The Board or the The Board's Executive Sub-Committee Approval prior to any work.~~

~~Guidelines:~~

~~Pavers must be installed by a licensed contractor in 4" of gravel, with a sand base for the pavers, swept with sand and watered for stability. Materials to be used must be approved by the Landscape Committee.~~

~~Owner must complete an Informal Indemnity Agreement which states the owner is responsible for all costs of installation and maintenance and understands that the The Board or the The Board's Executive Sub-Committee retains the right to order the removal of the pavers. The agreement also says that the agreement binds a future owner if the home is sold.~~
