

Landscape Committee Responsibilities

Las Brisas homeowners are responsible for maintaining and enhancing their homes and our community. The Landscaping Committee (LC) provides guidance and oversight to ensure that our community policies and quality standards are clear and consistently met. Wherever possible, the LC will attempt to work collaboratively to support homeowners who wish to enhance their property.

When we collectively work to create a well-maintained landscape with a consistent look throughout, these efforts sustain the value of our homes and create a pleasurable environment for us all. In addition, continuous attention to landscaping maintenance ultimately helps keep our overall costs lower.

1. Landscaping Guidelines

- a. The LC will set guidelines for landscaping for the entire property common areas and homeowner yards. The purpose for setting these guidelines is to assure a consistent look and feel throughout the community with regard to decorative, non-permanent and/or non-structural items. The LC will provide guidance for landscaping, to include:
 - i. Flowers/plantings/hedges/trees
 - ii. Grass and mulch
 - iii. Stones/rocks
 - iv. Lawn and wall ornaments/pots/benches that are visible from the road
 - v. Irrigation
 - vi. Landscape lighting
 - vii. Road paving maintenance
 - viii. Paver maintenance
 - ix. Visible hoses
- b. The LC will report on the status of landscaping at the monthly board meeting.

2. Maintenance

- a. **LC Property Review:**
 - i. The LC will help to identify and rectify any landscape maintenance issues. Members of the LC will walk the property monthly to identify items requiring attention. The LC will determine whether identified items are homeowner or community responsibilities.
 - ii. Items that are community responsibilities:
 1. A list of items considered to be the responsibility of the community will be forwarded to the property manager, who will enlist the landscaping company to generate a cost estimate to rectify each item.

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2. These items will be prioritized and sent to the board for approval.
3. A time frame will be created for action on approved items and communicated to the landscaping company.
- iii. Items that are homeowner responsibilities:
 1. Items identified as homeowner responsibilities will be reported to the board, with recommended actions for each one.
 2. The board will review LC recommendations and will approve, deny or modify each recommended action.
 3. In cases where items must be brought into compliance, homeowners will be sent notices describing the action to be taken and the time frames for taking such action.
 4. Remediated items will be verified by the LC.

b. Homeowner-initiated items.

- i. Homeowners, too, help identify and rectify landscape maintenance issues, and are encouraged to share any concerns they may have with regard to community landscaping, irrigation, lighting or paving with the LC. The LC chair or designee will take appropriate corrective action where necessary.
- ii. Homeowners may modify the front, side and back yards of their homes with LC review. Using the Landscape Review Process, the LC will consider the proposed modifications to assure they comply with community standards as well as to assure they do not constitute additional maintenance efforts, and therefore costs, on the part of the landscaping company and do not put additional burden on the irrigation system.
- iii. Homeowners may hire their own landscaper to do additional work (trim trees, palm fronds, weed, etc.) at their own cost. These companies must be licensed and insured. The homeowner may also do the work themselves.

c. Pool Area.

- i. The LC will coordinate with the pool committee on any landscape changes that either committee wants to make in the pool area (removal, movement or addition of trees, bushes, etc.)

3. Landscape Company Responsibilities (to be overseen by the LC)

- a. Dead plants and flowers must be removed and discarded every time the beds are attended.

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- i. This action must be reported to the property manager in a timely manner so its replacement(s) can be properly authorized.
 - ii. No dead plantings can be showing.
- b. Shrubs between driveways
 - i. To be maintained no wider than the “bed” containing them at any time.
 - ii. To be maintained no higher than 36”.
 - iii. “Woody” plants should be even narrower, allow more room on the driveway.
- c. Disease or infestation of lawn, plants or trees
 - i. Problem areas must be reported to the property manager by the end of each contractor’s visit.
- d. Damage to property i.e. landscape lights, fencing, flowers, must be reported to the property manager in a timely manner in order to make needed repairs.
- e. Entrance and Pool/Cabana areas
 - i. Care must be taken when raking between plants, as all plants within are irrigated with a drip system with tubing laying just under the mulch and very close to the surface.
 - ii. All leaves, etc. must be removed from the area and not blown into the planter beds. This includes the pool equipment area as well.