**Policy for New and Replacement Plants (Trees and Shrubs)**

Replacements

* Owners may request replacement of a tree and/or shrub in the common areas in proximity to their unit by submitting an email with a completed **Planting Request Form** to our Management Company. This form can be found in the **Governing Documents** tab on the Pelican Pointe Association website at <http://www.pelicanpointe.net>
* The request will be reviewed by the Landscape Committee in conjunction with the landscape maintenance contractor and the owner to determine the probable cause of the plant’s death and whether a different location and/or species would be more suitable for a replacement planting.
* The owner will then be provided a list by the Landscape Committee of approved replacement plants for their site as specified in the **PPHOA Master Landscape Plan.** They will be required to select a replacement shrub from this approved list.
* If the Landscape Committee approves the request, the committee shall make a recommendation to the Board, and if approved by the Board, the owner will be notified when the landscape contractor will be available for installation.
* The owner shall be responsible for purchasing replacement shrubs or trees approved by the Board. The Association shall pay its landscape contractors for the cost of planting all replacement plants and trees and ensuring that the irrigation is adequate for the site.
* Removal of dead plants and trees shall be the responsibility of the Association.

New Plantings

* Owners wishing to purchase new shrubs or trees in the common area in proximity to their unit (*not replacements*) must seek approval for their request from the Landscape Committee and the Board as described under this policy. If approved by the Board, the owner shall be responsible for all costs of purchasing and planting of new shrubs or trees. Planting will be coordinated with the HOA landscape contractor.
* The Association will consider providing a budgeted amount each year for plant and tree replacements; planting requests approved but unable to be funded in the current year shall have priority for installation the following year.
* If a unit owner plants, removes, or replaces any trees or shrubs in common areas without approval of the Board, the owner shall be responsible for all the costs of repairs or replacement.
* All plantings in common areas become the property of the Pelican Pointe Homeowners Association.