

Sandy Point Grounds-Landscape Change Request: LONG FORM

To be submitted to the Grounds-Landscape Committee (GLC) after the Pre-Project Meeting with GLC members, SP Property Manager, homeowner and the homeowner's contractor. The Grounds-Landscape Committee (GLC) may forward GLC requests to the Architectural & Controls Committee (ACC) if the scope of the project falls under the responsibility of the ACC and/or the GLC. Contact the GLC chairperson for guidance.

During the Pre-Project Meeting, the required information and documents that the homeowner must submit with the request will be identified for the homeowner. This meeting to discuss the project *before* the homeowner formally submits the Sandy Point Grounds-Landscape Change Request will enable the homeowner to submit a complete request to the GLC, thus eliminating back and forth requests for missing information, documents, or plan adjustments.

Homeowner Information

Please check the preferred contact person and method of communication during the GLC process.

Homeowner 1 Homeowner 2 email text cell phone other phone

Address: _____ Date Submitted: _____

Owner One: _____ Owner Two: _____
(please print) (please print)

Phone: _____ Phone: _____

E-mail: _____ E-mail: _____

I/We have reviewed and understand the Sandy Point Grounds Landscaping Guidelines including the approved list of trees, shrubs, mulch, edging materials, planting distances from home and on common ground.

Owner's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

NATURE OF PROJECT

Please check proposed improvement/s for this request.

new replace remove relocate

	Trees and shrubs: New, replace or relocate trees and shrubs				
	Tree removal				
	Flower beds: new, change shape, remove				
	Plant sod				
	Irrigation system				
	Flower bed borders				
	Accent and path lighting				
	Erosion control				
	Riverbank/hillside plantings removal				
	Other:				
	Other:				

Brief Description of Work

Describe what you want to do and attach supporting documents (including images and drawings) to clarify what changes will be made. Attach additional pages if necessary.

Total Estimated Project Cost: \$ _____ *Approximate Start Date: _____ *End Date: _____

*The GLC chairperson must be informed before the actual start date and immediately after the end date of the project. GLC members and the Sandy Point Property Manager will periodically check on the progress of the project through site visits, texts, emails or phone calls.

Who will do the work?

Homeowner Contractor

Company: _____

Address: _____

Name: Company Contact: _____ Contact's cell #: _____

Contact's E-mail: _____

Name: Site Supervisor: _____ Site Supervisor's Cell #: _____

Contractor Insurance, Bonding, and Licensing

Please attach to this request written proof of contractor's License, Bonding and Insurance Information which is required for all work due to the impact on all common property.

Onsite Containers and Equipment

Yes: Dumpster Trailer Both Other _____ No

The above container is to be placed in the driveway of the registered address, where it can remain for 3 days. Debris containers must be removed on the 4th day and cannot be present on Saturday and Sunday.

Utilities and Exterior Features

Will any of the following be affected? There are buried utilities where any uninformed disruption can affect your neighbors, general safety and the economy of repair.

UTILITIES		EXTERIOR FEATURES	
Electric		Siding	
Gas		Drainage/Erosion	
Water		Patio slab	
Sewage		Driveway	
Telephone		Street	
Cable		Walks	

Neighbor's Acknowledgment and Traffic Rules

I/We hereby acknowledge that my neighbor _____ has notified and discussed with me in detail the proposed landscaping and grounds changes, including a diagram showing the exact location of the proposed work space.

Name/s and Address: (right side) _____

Neighbor's Signature: _____ Date: _____

Name/s and Address: (left side) _____

Neighbor's Signature: _____ Date: _____

Traffic Rules for Trades & Service Provider
Speed Limit is 20 MPH
Children, residents and animals at play

Attention: You will be working in or delivering to a Condominium Community where the streets and grounds are private, owned, and shared by the owners of 139 dwellings. You and your workers must follow the Sandy Point Traffic Rules. You will be held responsible for any disruption or damage. Please enter and exit Sandy Point on the proper side of the entrance median.

PARKING

- Parking is allowed only in driveways and paved parking areas.
- Our streets are narrow and street parking poses a significant hazard for EMERGENCY VEHICLES to get through. Blocked fire hydrants and restricting street access to our homes can result in loss of life or someone's home.
- Parking and the use of heavy equipment are not allowed on the grass or lawns. If access through the lawn is absolutely necessary, consult the Sandy Point Property Manager regarding alternative options and approved methods to minimize property damage.

SERVICE PROVIDERS, DELIVERY, MOVING TRUCKS

- The Homeowner is responsible to see vehicles are parked appropriately.
- Only one provider vehicle can be parked at the street-side at one time.
- When parking street-side, use warning signs or cones in front or in back of the vehicle to indicate danger.
- No work vehicle can be parked overnight if it extends into the road.
- No commercial advertising, including yard signs may be placed on the property.
- Streets are to be free from project dirt and debris at the end of each day.

All contractors and or subcontractors working on this project, and the Homeowner will be responsible for adherence to these rules for the duration of this project.

The Homeowner will be responsible for providing a copy of these rules to any and all Trades or Service working on this project. I understand and agree to the conditions in this document and will inform workers in my charge of the same.

Signature of Owner One _____ Date: _____

Signature of Owner Two _____ Date: _____

Signature of trade/service provider(s): _____ Date: _____

Signature of trade/service provider(s): _____ Date: _____

SUBMIT