

Village Homes Tree Maintenance Program

Effective May 7, 2020

Scope of Work

1. Pruning Village Homes greenbelt trees to maintain their health, beauty and natural tree structure.
2. Removing dead or diseased trees.
3. Replacing removed trees per the Village Homes' CC&Rs which requires a new tree be replanted when a tree is removed. The new tree may be replanted in a different location than the tree that was removed.

Frequency of Work

In August or September of each year, at least one member of the Board and the Greenbelt committee shall accompany a certified arborist on a thorough walking tour of one of the several maintenance zones. The zones shall rotate every year in order to ensure that each zone is assessed every 2-3 years. The work shall be done as soon as practical after the assessment routine during the months of October, November, December and/or January.

Homeowners with complaints or requests regarding greenbelt trees must submit in writing to the Board their specific tree request along with photographs depicting the tree being discussed and including their name and contact information should questions arise. Unless the request is considered an emergency action, the work will be performed along with the regular tree maintenance that occurs during the months of October, November, December and January. Homeowners are prohibited from pruning Village Homes greenbelt trees and fines will be imposed on any homeowner who harms Village Homes greenbelt trees.

Native Oak Trees on private property will be deadwooded at POA expense when the tree owner has requested this service from the POA in writing and provided consent to work over or within their private property. Deadwooding is defined as the practice of removing dead branches with diameters not larger than 1-1/2 inches at their junction with the next larger branch, limb or trunk. Deadwooding will occur during November, December or January. The extent of deadwooding will be based on the expertise of the certified arborist.

Work Product

The certified arborist chosen by the Board shall have a bid document created that:

1. Describes the recommended action for each tree, including the tree type and location
2. Includes pictures of each tree to the extent possible
3. Includes a map indicating the location of trees to be worked on with each tree numbered on the map
4. Includes the price for each tree to be pruned or removed
5. Includes the price for each tree that will replace removals and the location for planting

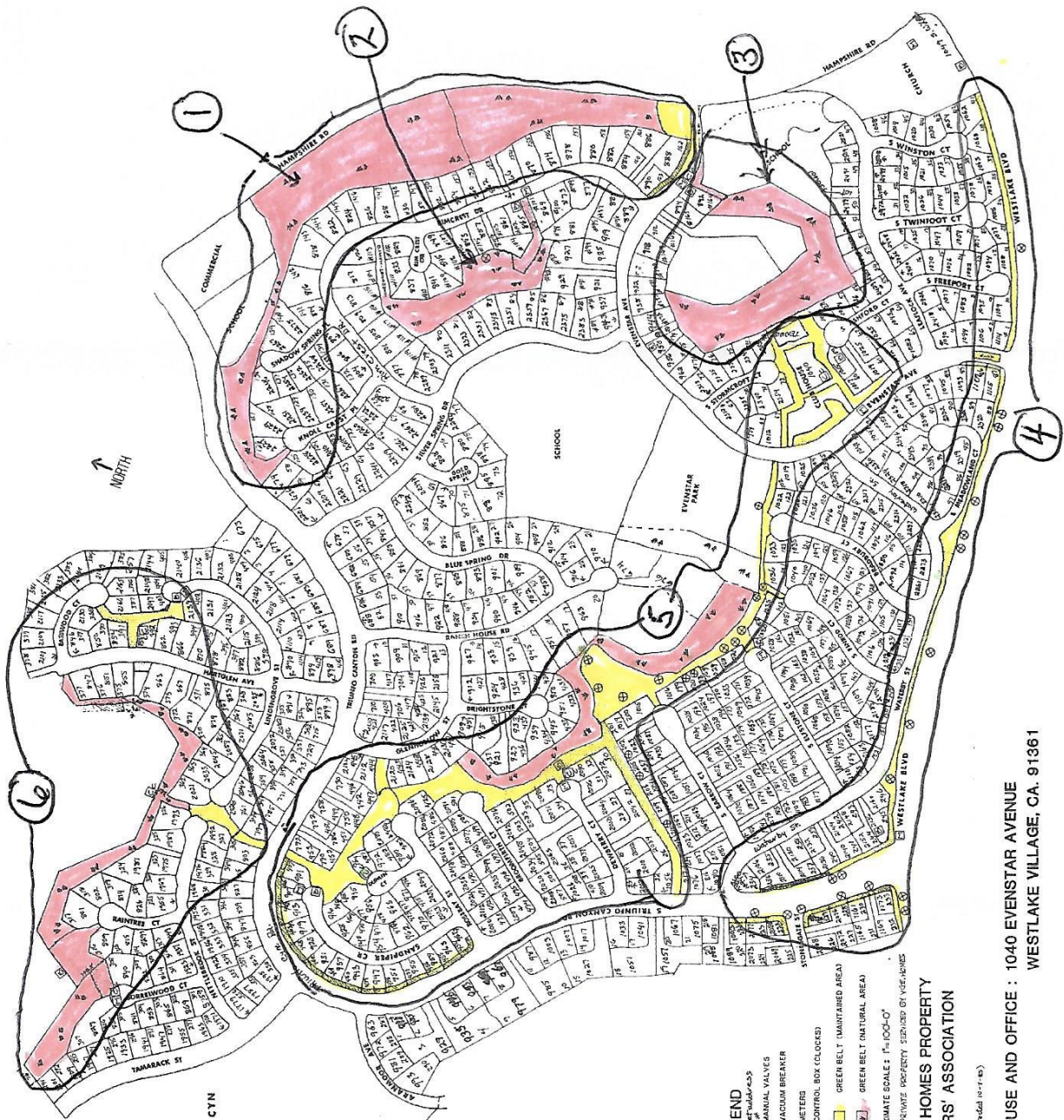
The Board will review and approve some or all of the bid at the first meeting following receipt of the bid.

At the completion of the approved work, the certified arborist shall have a Notice of Completion prepared and provide it to the POA for review and payment.

The Village Homes POA management company will maintain a file at the Village Homes Clubhouse with details of all work done under this tree maintenance program.

In natural areas, very large tree branches may be left as they lay; all else shall be removed from the area.

Please email completed form and photos to VillageHomesPOA@gmail.com



- LEGEND**
- SHOCK WATERS
 - LET MANUAL VALVES
 - VACUUM BREAKER
 - ⊕ METERS
 - ⊖ CONTROL BOX (CLOCKS)
 - GREEN BELT (MAINTAINED AREA)
 - GREEN BELT (NATURAL AREA)
 - PRIVATE PROPERTY (SEPARATED BY USE-ADJES)

APPROXIMATE SCALE: 1"=100'-0"
 VILLAGE HOMES PROPERTY OWNERS' ASSOCIATION

(Revised 10-1-85)

CLUBHOUSE AND OFFICE : 1040 EVENSTAR AVENUE
 WESTLAKE VILLAGE, CA. 91361

HOMEOWNER GREENBELT TREE REQUEST

VILLAGE HOMES TREE MAINTENANCE POLICY: Homeowners with complaints or requests regarding greenbelt trees must submit in writing to the Board their specific tree request along with photographs depicting the tree being discussed and including their name and contact information should questions arise. Unless the request is considered an emergency action, the work will be performed along with the regular tree maintenance that occurs during the months of October, November, December and January. *Homeowners are prohibited from pruning or removing Village Homes greenbelt trees and shrubs. Fines will be imposed on any homeowner who harms Village Homes greenbelt property.*

NAME: _____

ADDRESS: _____

PHONE NUMBER(S): _____

EMAIL ADDRESS(ES): _____

GREENBELT TREE LOCATION: _____

REQUEST/COMPLAINT:

PHOTOGRAPHS: