

Flowers may be planted within flower beds in the front, back or side of the townhouse. The care of the flowers is the Member's responsibility.

If you have a water spigot on the front or back of your townhouse, you must make it accessible to your neighbors.

An Installation/Alteration Permit must be submitted to the Office and approved prior to:

- installing a new flower bed
- increasing or decreasing the size of an existing flower bed fix spacing
- adding or removing any existing plantings (excluding annual flowers) and perennial plants that die off in the fall/winter months

All flower beds in the back or side of the townhouse must have some type of border (rocks, landscape timbers, etc). Any flower beds on the side of the building that are not an extension of the front flower bed must be marked with some kind of border (rocks, landscape timbers, etc.).

All plantings in front of the townhouse, underneath windows, must be kept at a window sill height or below.

The Cooperative maintains the front flower beds with the services listed below. The Cooperative provides the following services automatically unless a written request (exemption form) from the Member is submitted to the Office to be exempt from all provided services.

- **Shredded bark** is replenished once a year (as needed) normally in the fall. Shredded bark will not be put in any flower bed when perennials or annual flowers are present. A notice is delivered prior to the Grounds staff starting in your area. Everyone will receive shredded bark (if warranted) unless they have their own ground cover. If you do not want shredded bark, you must call the Office or shredded bark will be put in the flower bed as needed.
- **Shrubs trimmed** (as needed). When shrub trimming is done, the staff and /or contractors will do their very best not to damage any flowers or planting in the flower bed, however some shrubs need to be trimmed during the flower growing season.
 - Deciduous (drop the leaves in the fall)
 - evergreens
- **Weed control program** is provided by the contractor with 3 to 5 treatments beginning in March or April. Once flowers or Member owned plants (perennials) appear in the flower bed, no more weed control applications will be done that year

and it is the Member's responsibility to keep the flower bed free of weeds. Also, any flower beds without shredded bark/ground cover will not be treated and it is the Member's responsibility to keep the flower bed free of weeds.

There are two different ways the front flower beds are to be maintained:

When a Member does not want to be responsible for maintaining the flower bed.

The Cooperative will automatically provide the following services as indicated:

- shredded bark (as needed)
- trim shrubs (as needed)
- a weed control program

When a Member takes full responsibility for maintaining the flower bed. (Exempt)

The Member will be responsible for keeping the flower bed weed free as well as trimming the shrubs properly at the appropriate time of year and keeping all flower bed material at a manageable height.

An exemption form will need to be signed. Once the exempt form has been signed and returned to the Office, a sticker will be put in the living room window.

No services will be provided unless the Member contacts the Office to make arrangements. If a request is made, the work will be done at the appropriate time of the year.

If a Member would like shredded bark, the Member will be required to contact the Office when they receive an Instant Alert that shredded bark is going to be done in their area. Shredded bark will not be put in any flower bed when perennials or annual flowers are present.

No weed control will be done.