

## TREE, HEDGE AND SHRUBBERRY POLICY

### Purpose of Policy

- To provide standardization for the height, and distance between the shrubs or hedges and the buildings.
- To provide standardization for shrubs and hedges around fences, air conditioners, and electrical transformer boxes.
- To provide guidelines on where shrubs and hedges can be planted.

### Major Items in this Policy

1. Buildings
  - The maximum height of shrubs and hedges next to buildings is defined by the height of the top of the window sill. Hedges and shrubs shall not be higher than the top of the window sills. Hedges and shrubs shall be trimmed to one foot away from the buildings, fences and other structures.
2. Fences, Air Conditioners, Electrical Transformer Boxes
  - Hedges and shrubs shall not exceed the height of patio fences.
  - Hedges and shrubs shall not exceed the height of the tallest air conditioner in the cluster of air conditioners.
  - Hedges and shrubs shall be trimmed to no higher than 4 feet above the electrical transformer boxes and trimmed to allow a one foot space between the boxes and shrubs/hedges. They should not be against the buildings or fences.
3. Hedges, shrubs, and flower beds planted further than 5 feet from the building will require the submission and approval of an Architectural Request Form. Architectural Request Forms should be delivered to Progressive Management for date and time stamp.
4. Any changes to the existing hedges and shrubs must first be approved by the Architectural Committee and Board.
5. Any additions to hedges and shrubs must first be approved by the Architectural Committee and Board.
6. No tree shall be planted without an approved Architectural Request Form.
7. No Bougainvilleas will be permitted.