

Hacienda Carmel Tree Policy

Tree Removal

- An Owner requesting approval for removal of an existing tree in the common area shall submit a ***“Request for Change to Unit or Common Area Planting”*** form to the Front Desk. The request shall include the specific reasons for removal.
- The Owner’s request will initially be reviewed by Hacienda Management and the Grounds Supervisor in order to provide the Buildings & Grounds Committee with input regarding the request at the committee’s next regular meeting.
- The Buildings & Grounds Committee shall review each request on a case-by-case basis considering the following criteria:
 - Location of the tree
 - Size of the tree.
 - Age of the tree.
 - Type of tree (native or non-native species).
 - Condition of the tree (Healthy, unhealthy, or Is it a potential safety hazard?)
 - Is the tree causing damage or potential damage to a walkway, patio, power line, roof, asphalt paving, sewer lines, etc.?
 - Will there be any significant impact to natural habitats of birds, bees, animals, etc.?
 - Is an opinion from a certified arborist needed?
 - Input from HCCA Grounds Supervisor and/or Hacienda Management.
- Following an evaluation based upon the above listed considerations, the Buildings & Grounds Committee shall formulate a consensus recommendation in favor of, or against removal of the tree and present the findings of the committee to the Board of Directors as an agenda item at the next regular meeting of the Board.
- The Committee’s recommendation may also include alternatives to removal of the tree such as significant trimming or cutting back of portions of the tree to alleviate a particular condition, or removal and re-planting in a different location (if feasible). In addition, the committee may recommend a suggested replacement of the tree based on the criteria listed below under “Tree Planting.”
- The Board shall consider the findings and recommendations of the Buildings & Grounds Committee and then render a decision on the approval or denial of the Owner’s request, or any other alternative as may be suggested by the committee or otherwise identified.
- If the Owner’s request for removal of a tree is denied by the Board, the Owner shall have twenty (20) days to submit a written appeal of the Board’s decision for reconsideration as an agenda item at the next regular meeting of the Board.
- After consideration of the Owner’s appeal, the Board’s decision shall be final.
- In circumstances where any established tree is removed in accordance with this policy, a new tree may be planted in an appropriate location on the property.

Tree Planting

- An Owner requesting approval for planting of a tree in either the common area or in the exclusive use common area of the Unit (patio area) shall submit a ***“Request for Change to Unit or Common Area Planting”*** form to the Hacienda Front Desk. The request shall include the exact location and the species of the proposed tree.
- The Owner’s request will initially be reviewed by Hacienda Management and the Grounds Supervisor in order to provide the Buildings & Grounds Committee with input regarding the request at the committee’s next regular meeting.
- The Buildings & Grounds Committee shall review each request on a case-by-case basis considering the following criteria:
 - What is the exact location of the tree?
 - What is the potential size of the tree?
 - Is the tree a native or non-native species?
 - Is the type of tree consistent with existing trees on Hacienda Carmel property?
 - Is there a specific recommendation from the Grounds Supervisor?
- Following an evaluation based upon the above listed considerations, the Buildings & Grounds Committee shall formulate a consensus recommendation in favor of, or against planting of the requested tree and present the findings of the committee to the Board of Directors as an agenda item at the next regular meeting of the Board.
- The Board shall consider the findings and recommendations of the Buildings & Grounds Committee and then render a decision on the approval or denial of the Owner’s request, or any other alternative as may be suggested by the committee or otherwise identified.
- If the Owner’s request for planting of a tree is denied by the Board, the Owner shall have twenty (20) days to submit a written appeal of the Board’s decision for reconsideration as an agenda item at the next regular meeting of the Board.
- After consideration of the Owner’s appeal, the Board’s decision shall be final.

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THIS POLICY WAS APPROVED BY THE HCCA BOARD OF DIRECTORS FEBRUARY 25, 2021 AND SHALL BECOME EFFECTIVE APRIL 1, 2021 AND REMAIN IN EFFECT UNTIL SUCH TIME AS IT IS REVISED OR DELETED BY THE BOARD OF DIRECTORS.

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