

# LANDSCAPE REQUEST



This form must be submitted each time you request approval for alterations to your landscaping. Alterations may include, but are not limited to, adding new flowerbeds, planting hedges or trees, building or changing a retention wall.

Please complete the form and return it to the Briar Lake Executive Board by mail, email (briarlake815@gmail.com) or by putting it in the dropbox in the Clubhouse.

## PLEASE PRINT

HOMEOWNER NAME \_\_\_\_\_

UNIT ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ DATE OF REQUEST \_\_\_\_\_

**LANDSCAPING REQUEST** –Briefly describe the request for addition or alteration. Attach a plan that includes a drawing of the landscape, type of trees and plantings being used and name and phone number of the contractor. If a contractor is doing the work, the contractor must hold a workman’s compensation certificate. A copy will be issued to the unit owner and Briar Lake Unit Owners Association.

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**\*FOR OFFICE USE ONLY:**    Date Received \_\_\_\_\_    Date Forwarded \_\_\_\_\_

APPROVED       APPROVED AS NOTED BELOW       DENIED, AS NOTED BELOW

## BOARD SPECIFICATIONS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board Signature \_\_\_\_\_

Date \_\_\_\_\_    Date to be completed \_\_\_\_\_