

Gregg's Landing North Homeowners Association Landscape Matching Program

1. **PURPOSE:** This policy document adopted on November 19, 2015, by Gregg's Landing North Homeowners Association (GLNHOA) Board of Directors establishes a Landscape Matching Program under the direction of the Board of Directors. This document governs the use of funds from GLNHOA Community Assessments when matched with homeowner funds for the purchase and installation of landscape material for planting in Community Areas and Association Maintained Public Green Areas of Gregg's Landing as defined in the Declarations for Gregg's Landing North, hereafter called Common Area.

2. **AUTHORITY:** Landscape matching funds obligated for use under this program are furnished from Community Assessments and designated by the HOA Board of Directors as a Community Expense for added planting as described and authorized in Section 3.05(a)(1) of the Declarations for Gregg's Landing North and which are incorporated in the GLNHOA By-Laws.

3. **BACKGROUND:** In order to improve community aesthetics and enhance property values by increasing landscape density and biodiversity, the Board of Directors conducted a landscape matching initiative in 2003. Under this initiative, homeowners who purchased landscape material from a Board approved list received GLNHOA matching funds for the purchase and installation of plant material for placement in Common Area. While not officially established as a GLNHOA program at the time, it created the impetus to formalize the initiative as a recognized, reoccurring program governed by this policy document.

4. **POLICY AND PROCEDURES:**

- a.) The Landscape Matching Program is available to all Qualified Homeowners (defined paragraph 5a). A maximum of one landscape matching request may be submitted per household per year.
- b.) Under this Landscape Matching Program, plant material may only be planted in Common Area.
- c.) For warranty purposes, the Landscape Committee will generate a list of plant types available under the Landscape Matching Program and all planting must be done by a GLNHOA approved landscape contractor.
- d.) A total annual amount of funds to be obligated program-wide and a maximum match amount per household will be established by the GLNHOA Board of Directors annually following approval of each calendar years budget.
- e.) At the discretion of the Board of Directors, the amount of available Landscape Matching Program funds may be zero (0) in any fiscally constrained budget year.
- f.) In all cases, the maximum GLNHOA match per household shall not exceed 50% of the total cost for plant material and installation as requested by the homeowner and approved by the Landscape Committee.
- g.) Landscaping Matching Program requests must be submitted by the homeowner to the GLNHOA property manager RealManage for review by our Landscape Committee. Request documents must include the name and address of the requestor as well as the types, quantities, and a plat of surveyor other diagram indicating exact locations of each plant to be placed in a Common Area.
- h.) Landscape Matching Program requests will be dated when received and reviewed by the

GLNHOA Landscape Committee on a first come-first served basis until funding is exhausted in any given program year.

- i.) If approved by the Landscape Committee, requests will be prioritized for execution during one of two available planting seasons (i.e., Spring: Mid-April through end of May, or Fall: Mid-September through end of October).

5. DEFINITIONS:

- a.) Qualified Homeowner: A record owner, whether one or more persons, of fee simple title to a lot within Gregg's Landing who is in good standing with no delinquent financial or other legal obligations owed to the GLNHOA

6. EXPIRATION DATE: This Policy will remain in effect until revised or rescinded by the GLNHOA Board of Directors.

GREGG'S LANDING NORTH HOMEOWNERS ASSOCIATION
LANDSCAPE MATCHING PROGRAM APPLICATION

Date: _____

Name: _____

Address: _____

Phone: _____

E-mail: _____

Location of the plant material chosen (Describe where the plant material is to be located on Common Area. Attach plats or or diagrams as described in paragraph 4 g.) above:

Please list below from the attached current pricing list and species available, the type of plant material you would like to purchase, the quantity, the cost and then the total cost:

<u>PLANT MATERIAL CHOSEN</u>	<u>QUANTITY</u>	<u>COST</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL COST

As the Qualified Homeowner, I agree that once my application has been accepted and approved by the Landscape Committee, I will submit a check to the Gregg's Landing North Homeowners Association for payment of 50% of the total cost of plant material chosen as determined above. Once payment is made, installation of the plant material will then be scheduled by the Landscape Committee. I acknowledge that the type of plant material and the location may be altered or modified upon review of the Gregg's Landing North Homeowners Association or the Village of Vernon Hills. If any alterations or modifications are made to plant material or location in my application, I will have the right to withdraw this application if they are not acceptable to me.

Signed _____ Date _____

Date Received by Landscape Committee: _____

Approved: _____

Date Responded to Homeowner: _____

Attachment: Current pricing list and species available