

GROUNDS COMMITTEE REQUEST FORM

This letter certifies that I am the owner of the below noted property and hereby request your approval of the following:

Name: _____

Address: _____

Phone: _____

Action Requested: _____

Signature: _____ Date _____

Note: This notice (3 copies) may be dropped off at the Mailbox by the Gatehouse Exit or mailed to:

**The Springs HOA/Grounds Committee
951 W. Via Rio Fuerte
Green Valley, AZ 85614**

- **Common Grounds Tree Removal** – An owner who wants a tree or plant removed from a Common Area must make a written request to the Grounds Committee which will create a list of lot owners who will be affected by the requested Common Area change(s). The owner requesting the change would then send a written request to the designated lot owners, requesting their opinion on the desired change(s). If more than 50% of the designated owners object to the change, no action will be taken by the Committee. The requesting owner will reimburse the HOA one-half the cost of removal and replacement of the affected Common Area Tree(s) or Plant(s). Any trees or plants removed from the Common Area will be replaced with some other plant or decoration if deemed necessary by the Grounds Committee.
- **Common Grounds Tree Trimming** – Upon written request from a lot owner, plants in Common Areas will be trimmed to restore or protect significant views of the requesting lot owner. The Grounds Committee has the discretion and authority to determine whether trees or plants in Common Areas will be trimmed to restore or protect views of the requesting lot owner.
- **Appeal Process** – The decision of the Grounds Committee will be submitted to the Homeowner within 30 days of the request. A Homeowner aggrieved by the Grounds Committee decision may appeal that decision to the Board of Directors by making a written request for Board review within 10 days of receipt. All parties involved will be advised, in writing, of the hearing and will be invited to attend such hearing.

Following to be completed by the Grounds Committee

Approved by Grounds _____ Date _____

Disapproved by Grounds _____ Date _____

Comments _____
