

**LAKE OF THE PINES ASSOCIATION
POLICIES & PROCEDURES**



Trees - Association Owned

The intent of this policy is to coalesce all aspects of the life cycle of Association trees from initial planting to removal. Therefore, this policy requires that there be a coordinated approach between staff, committees and others involved in the tree program which establishes goals and objectives associated with:

A. Trees In Landscaping Projects

At the discretion of the related staff, using the approved LOP recommended tree list and pending project approval from the General Manager and Board of Directors, as required, new trees may be planted on Association properties to supplement existing landscaping or create new landscaping. Tree selection should have the approval of the staff arborist or other qualified staff member.

B. Tree Maintenance

The Lake of the Pines Public Works Department shall annually provide a current "tree assessment" for those trees located on Association property. This assessment will result in an itemized list being prepared which indicates trees that need attention. Further, this list will provide recommendations for remediation, either in-house or contracted labor and estimated costs.

In addition, the Public Works Department shall oversee all tree work performed on Association trees and input into projects that may impact trees. Examples are trenching for underground services and tree pruning by utility companies for overhead line maintenance.

C. Tree Assessment

It is sometimes necessary to evaluate a tree when it has been damaged or removed in an unauthorized manner. Under these circumstances, Lake of the Pines will utilize a certified arborist, either a staff member, qualified volunteer or similar qualified individual to make recommendations to the necessary committees or management. When monetary evaluations are necessary, those methods endorsed by the International Society of Arboriculture shall be utilized.

D. Tree Removal

Association trees larger than 3 " in diameter (measured 4 ½ feet above ground level) may be removed only upon written authorization of the Public Works Manager or the Golf Operations Manager. Such authorization shall cite one or more of the following reasons and include approvals signed by others as specified:

A tree may be removed if:

1. It has become damaged by disease, weather or accident and becomes unsightly or dangerous beyond the point of restoration by expert pruning or repair. This condition shall be verified in writing by a certified arborist or qualified staff. The Public Works Manager or the Golf Operations Manager will evaluate the verification and schedule the removal as necessary.
2. It has become an undesirable obstacle and its removal would enhance aesthetic values or be necessary for completion of an approved project or facility improvement.

All requests for removal shall be submitted by the Department of Public Works or Golf Course Superintendent to General Manager for approval. Action to remove may commence on third working day following committee notification, unless conditions warrant more immediate action as determined by General Manager.

E. Tree Disposal

The Association shall be responsible for disposal of trees, limbs and related debris for those trees on Association property. Disposal methods will include chipping or hauling off site and comply with all related regulatory agencies.

On those occasions when firewood may be generated in the tree disposal process, the Association reserves the right to ascertain the method and compensation utilized.

Approved: 1/6/92 R-92-146