



An Audubon Cooperative Sanctuary

# Sherwood Forest Homeowners Association ARCHITECTURAL & ENVIRONMENTAL REVIEW COMMITTEE

## LANDSCAPE PLAN APPLICATION

A landscape plan is required for all new construction and any extensive change ore redesigning of landscape that requires major tree/plant removal, stonework, walkways, walls, gates or arbors. The information requested is based on the **AERC REGULATIONS & DESIGN STANDARDS**, and must be submitted to the Chair(s) of the AERC. The committee will review the application when all required information is submitted. A site visit may be required.

**No tree removal or construction activity may take place on the site prior to receipt of the Letter of Approval from the Chair(s) of the AERC.**

### APPLICATION

Property Address \_\_\_\_\_ Date \_\_\_\_\_

Owner(s) \_\_\_\_\_ Sherwood Forest Phone \_\_\_\_\_

Out-of-Forest Phone \_\_\_\_\_

Contractor \_\_\_\_\_ N.C. License No. \_\_\_\_\_

Contractor Address \_\_\_\_\_ Phone \_\_\_\_\_

**Applicant has read all of the Restrictive Covenants in the deed to this property and the regulations of the Architectural and Environmental Review Committee, and agrees to comply with them in full, and to accept responsibility for any violations created by any agent of said applicant, such as the contractor, subcontractor, builder or tenant.**

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

**MEMO OF UNDERSTANDING WITH OWNER AND CONTRACTOR**

All landscaping with new construction or extensive landscaping on a lot or lots with an existing home requires approval of the Architectural and Environmental Review Committee.

One responsibility of this committee to the members of the community is to assure that construction activities do not endanger the members of the community, result in damage to common property, or result in the littering of roads.

The responsibilities of the Owner, and the Owner’s Contractor to avoid these activities are defined in the Architectural and Environmental Review Committee’s **REGULATIONS & DESIGN STANDARDS**.

**OWNER RESPONSIBILITIES**

I, the Owner, have read and understand the Architectural and Environmental Review Committee’s **REGULATIONS & DESIGN STANDARDS**, and will comply with them.

I, the Owner, understand that failure of the Contractor or any of his workers, his subcontractors and their workers, on-site vendors and delivery personnel to comply with these Regulations & Standards will result in penalties assessed to me by the Sherwood Forest Homeowner’s Association.

I, the Owner, will provide a copy of the **REGULATIONS & DESIGN STANDARDS (Form AERC 1)** to my Contractor.

**CONTRACTOR RESPONSIBILITIES**

I, the Contractor, have read and understand the **REGULATIONS & DESIGN STANDARDS**, and will fully comply with them.

I, the Contractor, will inform all of my workers, and all of my subcontractors, on-site vendors and delivery personnel, of the Job Site Rules and Regulations. I will also warn all of my workers, subcontractors, vendors and delivery personnel about safe driving requirements while driving on Sherwood Forest roads, and about not littering while driving.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUIREMENTS FOR SUBMITTAL TO AERC**

**FEES AND DEPOSITS**

**Applicable only when not included in applications for New House Construction (Form AERC-2).** Your check must be attached to this application. Make check payable to Sherwood Forest Homeowners Association.

**FEE SCHEDULE**

Application Fee (non-refundable) \$25.00

**ITEMS THAT MUST BE PROVIDED WITH THIS APPLICATION**

1. Landscape Plan (no larger than 24” x 36”) to include:
  - a. All trees and shrubs to be removed, and the location and type of new plant material
  - b. Evaluation of all native species and a plan for their protection
  - c. Location of any walkways or pathways
  - d. Type of material to be used for walkways and pathways
  - e. Drawings or pictures of gates or arbors showing height, width, color and material
2. Siltation Control Plan (if required)
3. Samples of all materials to be used in construction

**ADDITIONAL QUESTIONS**

Approximate date to begin landscape project \_\_\_\_\_

Approximate date of completion \_\_\_\_\_

**PREPARATION FOR SITE VISIT (if necessary)**

**If a site visit is required, it will be scheduled by the Chair(s) of the AERC. The Owner and Contractor, if possible, must be present during the site visit. The following questions are to be answered prior to the AERC visit.**

1. Has the perimeter of the project been clearly marked? \_\_\_\_\_yes
2. Have all the trees to be removed been marked? \_\_\_\_\_yes
3. Have walkways and/or pathways been marked? \_\_\_\_\_yes