



Supplemental Plant Trimming Policy

The following policy has been adopted by the Board of Directors of Heritage Hills Home Owners Association, d/b/a Camelback Canyon Estates (the "Association") as a part of the rules of the Association pursuant to the provisions of A.R.S. Section 33-1803 of the Arizona Revised Statutes and the Articles of Incorporation, Bylaws, CC&Rs, Rules and Policies of the Association.

This policy provides an option for homeowners who do not wish to wait for the Association's regularly scheduled common area maintenance.

Supplemental Maintenance and Trimming

1. Homeowners may maintain the common area up to 15 feet from their property line subject to the prior approval of the Association and subject to the requirements outlined herein. The homeowner must:
 - a. Submit the Supplemental Plant Trimming Request form to the property manager.
 - b. Seek the opinions of neighbors who may be affected by the proposed work.
 - c. Meet with the Landscape Committee to review the scope of work.
2. The Board will review information provided by Landscape Committee and rule on all or a portion of the request. The Board may determine that additional information is required before final approvals are given. Once approved, work on ground cover and bushes may:
 - a. Be completed by the homeowner, provided they sign a General Release of Liability provided by Association.
 - b. By a professional landscaping company if the company submits a Certificate of Insurance naming Camelback Canyon Estates as certificate holder.
 - c. In both cases, the quality of the work is the responsibility of the homeowner. If excessive trimming occurs beyond what is approved that causes damage to plant, or negatively impacts aesthetics, the homeowner will be responsible for remediation and/or replacement costs. Care shall be taken to minimize damage to the surrounding landscape.
 - d. Stumps of all removed plants must be ground below grade and backfilled with surrounding ground to grade.
3. Trimming of trees must be performed by the CCE contracted landscape maintenance provider under the direction of an arborist. Payment for tree trimming will be paid directly to the contracted landscape maintenance provider by the homeowner.
 - a. If there are unusual circumstances, the homeowner may request a waiver of this provision, specifying those circumstances, through the Supplemental Plant Trimming Request.
4. All costs associated with supplemental trimming are the responsibility of the homeowner.
5. All debris must be removed and disposed of properly by the homeowner within 2 weeks of completion of work.

6. Any damage to any common area property such as, but not limited to, irrigation lines, other trees or bushes, neighboring properties, perimeter walls, will be the sole responsibility of the homeowner to repair and/or replace. Repairs must be reviewed and approved by the Board.
7. All work must be completed within 90 days of approval.
8. **Common Area Plants Encroaching On Homeowner Property**
 - a. Board approval is not needed for the trimming of common area trees or shrubs encroaching onto homeowner property.
 - b. Such plants may be trimmed by the homeowner to the extent that it overhangs into their property.
 - c. All work is to be done from homeowner's property and at homeowner's expense.
9. **Common Area Plants Damaging Homeowner Property / Wall / Fence**
 - a. Homeowner must notify Board of damage, or potential damage, to homeowner property by submitting a request for work to be completed to the property manager.
 - b. The Landscape Committee will meet with the homeowner to assess the situation.
 - c. The Board will review information provided by Landscape Committee and determine Association responsibility and determine a course of action
10. **Violation of any part of this policy may result in fines as outlined in our community's Fine Policy.**

Any questions involving this policy or any notice given hereunder may be addressed to the Association's property manager, Cornerstone Properties, Inc., PO Box 62073, Phoenix, AZ 85082-2073, or to the contact email for the manager as provided on the CamelbackCanyonEstates.org website.

Any violation of CCE policies will result in the application of the Association's standard CCE HOA "Imposition and Enforcement of Fines Policy".

ADOPTED AND APPROVED by the Board of Directors, on the 7th day of June, 2023.