

Approved: _____ Date: _____
Not Approved: _____ Date: _____ Reason: _____

Kingslee Landscape Change Request

Including new or replacement shrubs, new planting beds, edgings etc.

Procedure:

Complete and submit this form to the Management Company.

Rockford Inc.
3361 Republic Ave.
St. Louis Park MN 55426

Attn: Josh Reams

The Kingslee Board has approved the following guidelines for shrubs:

Requested shrubs are subject to approval from a Certified Arborist. He/she will advise on zone hardiness, disease resistance, maintenance requirements and appropriateness of location. This is essential since all shrubs become the maintenance responsibility of Kingslee once planted.

Requests for other plantings or modifications must be accompanied with a plan or layout illustrating location and specifics of changes to be made. This should include kinds of plants and other materials to be used.

All landscape changes or additions covered by this request are limited to the common area immediately connected to the requesting homeowners townhouse. Homeowners will be responsible for all expenses and maintenance with the exception of shrub trimming.

Should a future homeowner not accept the responsibility to maintain these changes, the current homeowner is required to return the area to its previous state.

You will be informed of the status of this request after the Board Meeting following your submission.

Name: _____ **Date:** ____/____/____

Address: _____

Phone: _____ **Email:** _____

Please describe your request and provide a drawing on the reverse side or by attachment. Also attach neighbor(s) acknowledgment form(s). Use ACC form #012.

Revision

KINGSLEE HEIGHTS HOME ASSOCIATION

**NEIGHBORS' ACKNOWLEDGEMENT OF
PROPOSED EXTERIOR CHANGES, REPAIRS OR CONSTRUCTION**

Owner requesting proposed construction/change: _____

Unit #: _____

Neighbor's Full Name: _____

Address: _____

Telephone: Home: _____ Work _____

Nature of construction/change: _____

PLEASE READ THE FOLLOWING BEFORE SIGNING:

The undersigned, being a registered member of Kingslee Heights Home Association, acknowledges that I have been advised of the nature and timing for proposed changes, and that I will sign and return this form with my acceptance or objections directly to the Architectural Control Committee.

Accepted: _____

Comments/Objections _____

Signed: _____ Date: _____

Doc. # 012

Revised: 8/96

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Revision

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