

REQUEST FOR LANDSCAPE REPAIRS/MAINTENANCE/ENHANCEMENTS

Brownstones at Park Potomac Homeowners' Association

Abaris Realty, Inc., 7811 Montrose Road, #110, Potomac, MD 20854

301.468.8919

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General Information:

The Landscape Committee will periodically inventory front yards and other Common Areas to determine the need for replacement plantings. The committee will suggest what plants are appropriate for the area, based on location, proximity to other vegetation, walls, houses, etc., but homeowners are free to make suggestions and requests. The Board will ultimately decide what plantings will be funded and will prioritize them.

The HOA's contracted landscaper must do any approved Common Area planting, unless otherwise directed by the Board. *Plantings are expected to occur only in the spring and fall of each year, absent extenuating circumstances.*

Owners should not assume the HOA will replace trees, shrubs or plants that are damaged die or are otherwise removed from the Common Areas due to storm damage, pests, etc. In addition, there is no assurance that a given tree, shrub or flower will be replaced with the exact species originally planted.

Any homeowner who requests landscape repairs/enhancements or maintenance must complete the attached application form. The Board and the Landscape Committee will consider each request individually. In accordance with our CC&Rs and Design Guidelines, an application form is necessary for changes to front yards, Common Areas and also for any changes in the private back yards that likely will now or in the future be visible from any Common Area.

If owners are willing to purchase replacement plants/trees for their front Common Area, the homeowner must submit a written request to the Landscape Committee.

Procedure for obtaining permission for landscaping changes

1. Complete an Application For Landscape Repairs/Maintenance/Enhancements form
2. Submit the Application Package to Abaris Realty, Inc. Abaris Management will forward the request to the Landscape Committee. Feel free to call the Abaris Realty office at (301) 468-8919 x 105 with questions or concerns.
3. Do not start a project prior to receiving written approval from Abaris Realty. The Board and Landscape Committee will review requests as soon as possible. If necessary, the Committee or Board may ask for additional information. The Committee will render a decision on any Owner lot modification request within 60 days after the date the application is received by management.
4. Enjoy the completed improvements, secure in the knowledge that all the applicable rules have been followed.

REQUEST FOR LANDSCAPE REPAIRS/MAINTENANCE

Application Date: _____

Date Received by Abaris Realty, Inc: _____

Owner's Name(s): _____

Lot # _____

Address: _____

Phone (House/Cell): _____

Location of plantings [check all that apply]:

- Common Areas [The Brownstones of Park Potomac]
- Common Areas [Master Association Park Potomac]
- Homeowners Front Yard

Please note: The Brownstones of Park Potomac's HOA covenants establish that individual homeowners are solely responsible for the repair, maintenance and upkeep of individual private back yards and decks, subject to minimum standards of care as established by those guidelines. Please refer to HOA covenants for more information.

Please provide a brief explanation of requested repair/maintenance concerns

Date issues were first identified: _____

Names of plants and type of materials to be used (provide plant/tree genus, species, and common name):

4. Other information:

Submit all applications to Abaris Realty, Inc. not to the Landscape Committee. The committee will review all requests, and will approve, deny or return your request for additional information as soon as possible. Call Shireen Ambush, Community Manger if you have any questions regarding this process.

<p>FOR LANDSCAPE COMMITTEE USE</p> <p>Meeting Date:</p> <p>Response Sent to Homeowner:</p> <p>Action taken:</p>
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