

**TVSKP LANDSCAPE COMMITTEE'S  
DRAFT ... ADOPT-A-GREENSPACE GUIDELINES**

**THIS IS A VOLUNTARY PROGRAM** for members who are able and wish to help with planning, planting, watering, weeding, trimming and/or maintenance of common greenspace areas of the Park near their lots or other common greenspace areas of the park. You do not have to be a Landscape Committee member to take advantage of this volunteer opportunity. Thank You in advance for helping keep our Park beautiful.

Purpose: To keep Timber Valley SKP Park healthy and beautiful.

Objective: Assist Landscape Committee

General guidelines are as follows:

1. Adopting a greenspace means taking care of a common greenspace area by weeding, pruning, general plant care, watering if necessary, or string trimming. Adoption of some greenspaces can include planting flowers, shrubs or bushes with prior approval.
2. Adopters work on their own time and at their own pace. You don't have to be a committee member.
3. A list of common greenspace areas available for adoption and care by Members will be posted and maintained in the following areas: 1) on the Landscape Committee Clipboard in the Club House, and 2) On-line on the Timber Valley web page under Landscape Committee.
4. To sign up, return this form or notify the Landscape Committee Chair/Co-Chair.
5. Various Landscape Committee assistance can be requested. Contact the Landscape Chair/ Co-Chair.
6. Plants, trees, shrubs or bushes planted or removed in a common greenspace area needs prior-approval from the Landscape Committee and Park Manager. In some cases, approval may also be contingent on review by PCM (Planning Construction & Maintenance).
7. If a Member wishes to re-landscape a common greenspace area they maintain, a detailed plan is to be submitted to the Landscape Committee for evaluation and approval. Note your name; lot number; a general description of what you wish to do and where. Included in the proposal is whether or not TVSKP Park resources and funds (cost estimate) are needed and what those are.
8. Consistent with other TVSKP Park guidelines, there is to be no digging more than one (1) foot below ground level or within a five-foot (5') radius of a utility pedestal without prior approval of the Park Manager and the following has been performed:
  - a. A request for locator services is required to locate underground utilities.
  - b. Notify Park Manager to arrange locating of underground utilities.
  - c. Assist Park Manager in marking any areas that require digging deeper than one (1) foot.
  - d. In conjunction with Park Manager, ensure that underground utility locator service has been performed before any excavation.
9. When a Member wishes to relinquish their adopted area, for whatever reason, contact the Landscape Committee Chair/Co-Chair to arrange transfer of care back to the Committee or Park Management.
10. Some tools are available through the Landscape Committee for use by Members. Tools can be signed out/back in on the clip-board at the Landscape shed. Obtain a key from a Landscape Chair/Co-Chair. All tools must be returned to the Landscape shed by 4:00 pm every Thursday for availability to the Landscape Committee work sessions early on Friday morning.

\_\_\_\_\_  
Signature Landscape Chair/Co-Chair

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

\_\_\_\_\_  
Signature Board President

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

\_\_\_\_\_  
Signature of Adopting Member(s)

Lot # \_\_\_\_\_ Date: \_\_\_\_\_