

DO NOT TRIM LIST

October 20, 2022

Dear Parkwood Homeowners,

We are aware that our landscape company, T&T, has on several occasions failed to follow instructions of the “Do Not Trim” list. They, like businesses everywhere, have experienced high turnover of workers, making consistency difficult, so we are looking at alternatives (such as garden signs) to help them avoid trimming plants and shrubs at the homes on the list.

While we address these problems with T&T management, we would like to update the list, so homeowners who wish to trim their own plants and shrubs may do so without interference from T&T workers. This update will also give a number of new Parkwood homeowners the opportunity to have more control over the plants and shrubs in the common-area planters adjacent to their homes.

However, please keep in mind that if you are on the “Do Not Trim” list, you will be responsible for maintaining the entire planter area(s) in which “protected” plants and shrubs are located, including trimming and care of all plants and shrubs (but not trees or grass areas), weeding, and keeping those areas clear of debris. All plants and shrubs must be trimmed to maintain sufficient clearance from external light fixtures to avoid blocking light dispersion (12” clearance recommended) and a minimum of 6 inches away from any mailbox, mail slot or structure; plants and shrubs MUST NOT overhang walkways or driveways. Failure to comply with these requirements may result in a warning notice, removal of your residence from the “Do Not Trim” list, and the resumption of trimming and care by the landscapers.

Since it would be too difficult for T&T workers to trim certain plants and shrubs but not others within the same planter area, homeowners may not pick and choose. Additionally, to better protect homeowners’ interests in maintaining the appearance of common-area plants and shrubs adjacent to their homes, making entire planter areas “off-limits” to landscaping crews is expected to prevent, or at least minimize, future problems.

If you would like to remain on or be added to the “Do Not Trim List,” please complete the form below, sign it, and return it to the box in front of the maintenance shop. Only homeowners may decide to be on this list and sign this form; tenants must obtain their units’ owners’ signatures. Properly completed and signed forms may be scanned to: [maintenance@parkwoodreno.org](mailto:maintenance@parkwoodreno.org).

NOTE: Homeowners currently on the “Do Not Trim” list who do not return this form will be removed from the list.

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Do Not Trim- Please complete and return only if you are on the current list and wish to remain on the list; or wish to be added. I, \_\_\_\_\_, would like my residence at

\_\_\_\_\_ to remain on or be added to Parkwood’s “Do Not Trim” list. I agree to keep all plants and shrubs in the common area adjacent to my home trimmed well below any outside light fixture, 6 inches away from any mailbox, mail slot or structure, and away from overhanging any walkway or driveway.

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

Signature : \_\_\_\_\_