



WELLINGTON COMMUNITY ASSOCIATION SWEAT EQUITY COMMON AREA IMPROVEMENT APPLICATION

Purpose of Program:

Wellington Community Association has a significant amount of land in common community ownership. The cost for maintenance and enhancement of these areas is a considerable cost to the annual budget of the Association. Homeowners that border the common areas of the community and who choose to help the overall community by providing volunteer help in planning enhancement in the common areas will be offered support by the Wellington Grounds Committee acting on behalf of the Association.

Policy:

A homeowner who's property borders the common area of the community is eligible for a one-time payment of up to \$250 per lot for the reimbursement of purchasing plant material and mulch to be installed in the common area.

Procedure:

- Submit this completed application to the Grounds Committee through the on-site office at the Community Center. Applications will be reviewed by the Committee during their regularly scheduled monthly meeting, which falls on the 2nd Wednesday of each month at 7:00 p.m. at the Community Center. The monthly application deadline will be the Friday preceding the meeting date to give the Committee sufficient time to visit the proposed site prior to taking action on the application.
- All applications must include a site map of the common area in which the plant material would be installed. The map must indicate the quantity, species and location of all plant material to be installed. Any revision to the proposed plan that the Committee wishes to make will be discussed with the applicant prior to final approval of the application.
- The application must include a cost estimate for the plant material.
- All applications will be reviewed on a first-come, first-serve basis, with funds allocated accordingly.
- All applicants will be notified of the Grounds Committee's decision on an application within 10 days of the meeting date.
- Approved projects will be completed by the applicant within 60 days of approval. The applicant will notify the Committee of completion of the project so that the Committee may inspect the area to ensure compliance with the proposal.
- Once the project has been completed and inspected, the applicant shall submit receipts for the plant material to the Association (up to \$250 per lot) for reimbursement. Reimbursement shall be made within 14 days.

**WELLINGTON COMMUNITY ASSOCIATION
SWEAT EQUITY PROJECT PROPOSAL**

NAME _____

ADDRESS _____

**SECTION/LOT
NUMBER** _____

TOWNHOME SINGLE FAMILY (CIRCLE ONE)

PROPOSED COMMON AREA IMPROVEMENT SITE LOCATION (include map):

REASON/PURPOSE OF IMPROVEMENT:

PLEASE LIST PROPOSED SPECIES AND QUANTITIES OF EACH (as shown on attached map):

ESTIMATED COST _____

ESTIMATED START DATE _____

ESTIMATED COMPLETION DATE _____

GROUNDS COMMITTEE ACTION: _____ **APPROVE**

_____ **DISAPPROVE**

COMMENTS:

