

## LANDSCAPE PLANT REPLACEMENT POLICY

### Owner requests:

1. Owner fills out landscaping request for replacement plant (ie, original plant is dead) and puts in Landscaping Binder
2. Pacific Ridge sorts through binder and gives these request to Concise Strata Management with the cost of the request
3. Concise emails the strata's landscaping committee members for approval (providing it meets budget constraints)
4. If not approved, Concise can contact owner to say that it will be replaced on the next budgetary year
5. If approved, Concise gives the owner's request back to Pacific Ridge to work on

### Council requests:

1. Landscape committee members bring forward any pre-approved budgetary items (ie, a large job such as a row of hedges which has died) to the strata council meeting for approval
  2. If not approved, it would be noted in minutes
  3. If approved, Concise would give direction to Pacific Ridge to go ahead with the job
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