

## **NOTICE**

### ***To All Contractors, Workers, and Landscapers***

Recently HFCA has had several incidents of trees, brush or undergrowth having been removed without benefit of Prior Approval from the Architectural Review Committee. Security personnel always check that the proper approval has been obtained when Tree Removal Companies come through our security gate. However, there have been incidents involving contractors, handymen, day laborers and/or others not known to be Tree Removal Companies entering the community and removing trees for which Prior Approval has not been granted, and some do not have the proper license to perform the work. **PLEASE BE AWARE** that it is the responsibility of any contractor doing work within the Highlands Falls Country Club community to verify that approval for the work to be done has been granted prior to beginning a job. This includes any landscape alteration, tree removal, new construction, construction changes or additions to existing properties including, but not limited to, painting. This verification can be made at the HFCA office. ARC forms are available at the office and online at <http://www.highlandsfallsca.com>.

**FAILURE TO FOLLOW THIS SIMPLE PROCEDURE MAY RESULT IN FORFEITURE OF THE RIGHT TO WORK WITHIN THE COMMUNITY.**

## **REMINDER**

### **To All Homeowners and Members of Highlands Falls Community Association**

Our property rules regarding Structural Changes and Landscaping require that **prior** written approval by the Association be obtained before beginning work. This includes “any new home construction, remodeling, major landscaping changes, tree trimming or removal, any exterior changes, any painting or repainting, any changes of topography or vegetation, including reduction, cutting or excavation”.

Simple to complete ARC forms are available at the HFCA office and online at <http://www.highlandsfallsca.com>. PLEASE BE AWARE that it is not the desire or intention of the Architectural Review Committee to deny anyone the opportunity to improve their property. The purpose of the rules is to assure that any alterations to our beautiful mountain community are done within the restrictions for residential use set forth in the Covenants to which we have all agreed by becoming members of the Association. We believe that it is to the benefit of all residents and members for these rules to be followed in the spirit in which they were created.

Recently we have had several incidents of trees, brush or undergrowth having been removed without benefit of Prior Approval from the Architectural Review Committee (“ARC”). Security personnel always check when Tree Removal Companies enter the Community that the proper approval has been obtained. However, recently there have been incidents involving contractors, handymen, day laborers and/or others not known to be Tree Removal Companies entering the community and removing trees for which Prior Approval has not been granted. These workers sometimes lack the proper license to perform the work. Contractors are being notified of the importance of not doing work without confirming that it has been approved. **It is also the responsibility of each of us, as the Homeowner/Resident, to make sure that it has been approved.**

The ARC feels an obligation to inform you that failure to conform to the requirements of our property rules have in the past and will in the future result in enforcement of the remedies available under the covenants and by-laws of the Association. These include:

1. Fines of \$500 per violation.
2. Requirement that you put the property back in its condition prior to the violation.
3. Possible banning of the contractor from future work within the community.

We repeat that there is no wish to impede a resident’s ability to improve their property and that is in the interest of all us to make sure that it is done within the guidelines provided for all to see. Please help us to do so by getting proper approval before authorizing work on your property.