

Scenic Oaks Tree Trimming Permit Procedure

Oak Wilt is a serious problem in our Scenic Oaks subdivision and affects all of us. Oak Wilt is a highly contagious disease that can be spread through tree roots, sap beetles, and infected pruning tools that have not been cleaned. Trees infected with Oak Wilt can die if not treated.

As part of our effort to manage the spread of Oak Wilt, The Scenic Oaks Property Owners Association (SOPOA) has established an Oak Wilt Committee to monitor the trimming of oak trees in Scenic Oaks.

To assist in this monitoring, a permit is required when tree trimming is performed by an outside vendor, this includes landscape maintenance vendors. As part of this permit process, a \$500 bond is required. Once the trimming has been completed, the trees will be inspected and if the trimming is compliant with the tree trimming rules, the bond will be returned. Any questions should be sent to the Oak Wilt Committee at treetrimming@scenicoaks.org.

Permit process procedure:

1. Homeowner downloads the Tree Trimming permit from the SOPOA website and fills it out.
2. **At least one week prior** to the start of the tree trimming, the homeowner submits the permit application and bond check by leaving it with the officer at the Entry Gate to the **Attention of the Oak Wilt Committee**.
3. The Oak Wilt Committee will review the permit and inform the homeowner if the permit is approved or denied. If the permit is denied, the bond check will be returned to the homeowner.
4. Tree trimming occurs.
Although a member of the Oak Wilt Committee may stop by during the trimming process to observe if the trimming is proceeding according to the rules, the homeowner who has hired the tree trimming contractor **should monitor the job in progress to ensure the trimming is in compliance with the trimming rules** as this is not the responsibility of the Oak Wilt Committee. If a member of the Oak Wilt Committee visits the trimming site and determines that the tree trimming is not in compliance with the rules, the homeowner will be contacted and the trimming contractor may be asked to halt trimming.
5. **The Homeowner will notify the Oak Wilt Committee upon completion of the trimming.** A member of the Oak Wilt Committee will stop by to inspect the trimming to see if it is compliant. If the trimming is compliant with the rules, the bond will be returned to the homeowner. If it is determined that the tree trimming is not in compliance with the rules, the SOPOA Board will be notified and at the next monthly meeting, they will determine if all or part of the bond will be withheld due to non-compliance.

Permit Number: _____ Permit Status: ☐ Approved ☐ Disapproved

Scenic Oaks Residential Oak Tree Trimming Permit

PROJECT DEFINITION: Tree trimming performed by an outside vendor, including landscape maintenance vendors, in which live oak, white oak, red oak or Spanish oak trees are trimmed.

According to the SOPOA restrictions, **the wounds for each cut must be painted immediately (within 15 minutes). It is recommended that the wound be painted immediately after the cut is made so as not to miss any cuts, which is highly likely when more than three cuts are made before painting is done. Pruning tools and saws should be cleaned before the project starts in order to prevent the spread of Oak Wilt from infected trees.** The Oak Wilt Committee will assess the job during and/or upon completion, and any cuts that are missed will be subject to a fine that will be deducted from the bond. If the Oak Wilt committee is not able to monitor the job, they will consider feedback from neighbors and other SOPOA members pertaining to violations. **The homeowner who has hired the trimming contractor is responsible for informing the company of the requirements and should monitor the job to ensure the painting is done completely, and in the time required,** as this is not the responsibility of the Oak Wilt Committee. **Owner Initials:** _____

PLAN SUBMITTAL: With this application, please submit a \$500 bond in the form of a check payable to Scenic Oaks Property Owners Association (SOPOA) **at least 1 week prior to the start of the project.** Trimming contractors will not be allowed in the subdivision unless the permit is approved.

The bond will be returned after final inspection of the work provided no fines are assessed due to lack of painting the oak wounds immediately after they are cut or any damage done to Scenic Oaks property, gate or headwalls.

Owner Initials: _____

Project Location and Ownership:

Property Owner Name: _____ Phone Number: _____

E-Mail: _____

Address: _____

Do you currently have Oak Wilt on your property: Yes: ____ No: ____ Don't know: ____

Date Project is expected to begin: _____

Trimming Company: _____ Phone Number: _____

Certified Arborist Name and ISA ID # of Contractor: _____

PLAN COMPLIANCE: All oak tree trimming activity shall comply with the current PROTECTIVE COVENANTS of the Scenic Oaks subdivision and with the requirements stated in the Project Definition section. **Owner Initials:** _____

BOND: The bond check and permit must be submitted together. Note: No request will be considered if the property owner is delinquent on association dues or assessments. **Owner Initials:** _____

NOTICE TO OWNER/CONTRACTOR: A member of the Oak Wilt Committee will be assigned to discuss questions you may have about your plans and their compliance with referenced requirements. Contact them to request timely inspections for consideration of the bond being returned. **It is the responsibility of the homeowner to notify the Oak Wilt Committee when the trimming has been completed** so that the final inspection of the work can occur. **Owner Initials:** _____

OWNER/CONTRACTOR AGREEMENT: By my signature and the contractor's signature, I affirm that I have read the SOPOA restrictions and agree to abide by them. If questions arise, I will promptly contact my Oak Wilt Committee representative for resolution.

Owner: _____ Date: _____

Contractor: _____ Date: _____

Date Check Returned: ____/____/____

Owner Initials after Bond Check is Returned: _____

ATTENTION VENDORS:

To prevent oak wilt spread, you must follow the Scenic Oaks Tree Trimming Rules when trimming oak trees in this subdivision.

Failure to follow the rules will result in your being denied entry into Scenic Oaks in the future.

Please note the rules as follows:

1. You must clean your tools BEFORE the tree trimming project starts.
2. If oak wilt is discovered on the property, the vendor must bring it to the attention of the homeowner. All trimming equipment must be cleaned after cutting a tree with oak wilt.
3. You must paint oak tree cuts immediately after making a cut or pruning a branch. No more than 15 minutes should pass before painting each cut.

Contractor's Initials: _____

These rules apply to all tree trimmers, gardeners and landscapers who enter the Scenic Oaks Subdivision. Any oak tree trimming requires a permit and a bond to be submitted by the homeowner to the Oak Wilt Committee.

Let it be known that neighbors, members of the Board of Directors, or Oak Wilt Committee members that observe violations of these rules can call the Oak Wilt Committee for an inspection of the job site and your compliance with these rules. Tree trimming that violates these rules will be reviewed by the Scenic Oaks Board of Directors and may result in a fine to the homeowner and denial of the tree trimmer or tree trimming company into the subdivision in the future.

Thank you for your cooperation, the Oak Wilt Committee

treetrimming@scenicoaks.org