

Hello Stonehill Village Residents,

To assist you in correctly filing for a Landscape or Hardscape project we have included a step by step procedure for you to follow. We will also provide some useful links to websites that can assist you in choosing the appropriate plants for your home landscape. We want you to enjoy your landscape all season long.

### **Homeowner Landscape Plan Submission**

1. **SCALED** Drawing  $\frac{1}{4}''=1'$
2. Refer to website for plant example.
3. Complete Cut Sheet for each plant type.
4. Complete landscape plan to Scale.
5. Submit plan to DRB.

### **Professional Installation Submission**

1. Complete Scale Drawing of the plan.
2. Complete Cut Sheets per plant.
3. Submit plan to DRB.

Cut Sheet- is a page of specifications, instructions and dimensions etc. for each plant.

Useful websites:

Plant finder-Missouri Botanical Garden

[www.missouribotanicalgarden.org/.../your/plant](http://www.missouribotanicalgarden.org/.../your/plant)

Beaver Creek Nursery plant guide

[www.beavercreeknursery.com](http://www.beavercreeknursery.com)

THESE REFERENCES WILL GIVE YOU GUIDELINES ON THE MATURE SIZES OF THE PLANTS AND OTHER HELPFUL PIECES OF KNOWLEDGE.

# Stonehill Village Association

## LANDSCAPE/HARDSCAPE APPLICATION

### WHEN DO YOU FILE A LANDSCAPE/HARDSCAPE APPLICATION?

An application form must be submitted for any Landscape/Hardscape project that is being done to your home. If in doubt about your particular project, contact Elite Management at: [arc@emspm.com](mailto:arc@emspm.com) or 855-238-8488

### WHAT IS THE OBJECT OF THIS FORM?

To insure that your planned improvement conforms to the Associations Declaration, and enhances the beauty of the community and in no way inconveniences or encroaches upon your fellow Homeowner.

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NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ LOT# \_\_\_\_\_

DATE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

NEIGHBORHOOD \_\_\_\_\_

TYPE AND NATURE OF REQUESTED IMPROVEMENT: \_\_\_\_\_

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*I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's property or HOA's common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement.*

*I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

\_\_\_\_\_ FOR ASSOCIATION USE \_\_\_\_\_

Date Received \_\_\_\_\_ Received by \_\_\_\_\_

Date Approved \_\_\_\_\_ Date Disapproved \_\_\_\_\_ Letter Sent \_\_\_\_\_

Special Details or Provisions for Approval \_\_\_\_\_

RETURN TO: Elite Management  
[arc@emspm.com](mailto:arc@emspm.com) OR FAX (937) 281-0157

**DRB LANDSCAPE CUT SHEET**  
FOR EACH PLANT VARIETY

A **SCALED DRAWING** ¼" = 1' IS REQUIRED WITH THE  
FOLLOWING:

COMMON NAME \_\_\_\_\_

BOTANICAL NAME \_\_\_\_\_

HARDINESS ZONE (USDA) \_\_\_\_\_  
STONEHILL IS **ZONE #5b**

MATURE HEIGHT \_\_\_\_\_  
NOTE: **PLANT MUST BE LOCATED ONE HALF OF MATURE WIDTH, PLUS 2 FT. AWAY  
FROM PROPERTY LINE.**

MATURE WIDTH \_\_\_\_\_

SUN OR SHADE REQUIRED \_\_\_\_\_

ACTUAL SIZE BEING PLANTED \_\_\_\_\_

FIND YOUR ZONE BY VISITING [WWW.USNA.USDA.GOV/HARDZONE](http://WWW.USNA.USDA.GOV/HARDZONE)  
STONEHILL IS **ZONE #5B**

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HERE ARE A COUPLE OF USEFUL/HELPFUL SITES:

[WWW.MISSOURIBOTANICALGARDEN.ORG](http://WWW.MISSOURIBOTANICALGARDEN.ORG)

[WWW.BEAVERCREEKNURSERY.COM](http://WWW.BEAVERCREEKNURSERY.COM)

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PLEASE USE AS MANY SHEETS AS NEEDED TO COMPLETE YOUR REQUEST

## DRB HARDSCAPE CUT SHEET

A **SCALED DRAWING** 1/4" = 1' IS REQUIRED WITH THE FOLLOWING:

- \* PROPERTY LINES MARKED
- \* EXACT LOCATION OF HARDSCAPE IN RELATION TO DRAWING
- \* TOPOGRAPHIC DRAWING OF PROPOSED PROJECT

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PROJECT TYPE \_\_\_\_\_

PRODUCTS USED \_\_\_\_\_

MANUFACTURER \_\_\_\_\_

SPECIFICATIONS OF PRODUCTS \_\_\_\_\_

DIMENSIONS OF PROJECT----HEIGHT\_\_\_\_WIDTH\_\_\_\_LENGTH\_\_\_\_\_

COLOR OR SAMPLE ENCLOSED\_\_\_\_\_

TOPOGRAPHIC- GRAPHIC REPRESENTATION OF THE SURFACE FEATURES OF A PLACE OR REGION ON A MAP, INDICATING THEIR RELATIVE POSITIONS AND ELEVATIONS