

# JCPPOA ACC Checklist- Tree Removal/Replacement

**\*\*\* All pictures, surveys, plans, etc. should be clearly marked and identified according to the guidelines \*\*\***

**Please check off that you are turning in these required items:**

- Completed and signed application
- Completed and signed checklist
- \$25 fee if applicable (check/money order)

***\*\*\*If a dead tree is located within 10 feet of house eaves or is considered a hazard due to root damage of structures: HOMEOWNER CAN REMOVE WITHOUT PRIOR APPROVAL - BUT HOMEOWNER MUST STILL SUBMIT APPLICATION AFTER REMOVAL WITH APPROPRIATE INFO. SEE BELOW\*\*\****

- FOR TREE REMOVAL:**
  - Survey- 1. marked with location of current tree  
2. If removing a hardwood, mark location of replacement**
  - Pic/Description of replacement tree (Type and size/diameter)**
  - Arborist Report-*\*IF REQUESTING TO REMOVE A LIVING TREE\**  
(NO REPORT NEEDED IF TREE IS CLEARLY DEAD)**
  - Picture of current tree  
(If tree is clearly dead and you are removing prior to application,  
take before and after pics to submit)**

## **Acknowledgement**

By signing below, I understand that should an incomplete application be supplied; it will not be reviewed at a committee meeting until such time that the application is made complete. Further, I acknowledge that it is the homeowner's/applicant's sole responsibility to provide **ALL** of the necessary documentation to complete the application. Management, nor the ACC will complete applications on behalf of the homeowner/applicant.

X \_\_\_\_\_