

# The Fairways at Laguna Oaks

## EMA #4 EXTERIOR MODIFICATION APPLICATION:

**END UNITS; INSTALL/EXTEND PLANTING BED ALONG THE SIDE OF THE HOME.  
INSTALL A WALKWAY ON THE SIDE OF THE HOME/ With or without ASSOCIATED  
PLANTING BEDS.**

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_

DATE OF SUBMISSION: \_\_\_\_\_

- The Association Board will only approve walkways and landscaping partially down the side or the entire length of end unit homes to a **maximum width of 4' from the exterior side of the home.**
- End unit homeowners may continue the side yard landscaping beyond the rear of the home to border a patio if the total landscaping with the patio behind the home does not exceed **480 square feet.**
- Homeowners installing walkways are encouraged to landscape between the home and the walkway.
- If the air handler is located on the side of the home, the walkway can extend out an additional two feet around the air handler only.
- All plants in the planting beds against the side of the home, must be flush with the ground and not exceed **6' high when mature.**
- Border edging around planting beds may be installed **not to exceed 6" in height.**
- An irrigation inspection is required to be performed by the Association's landscaper to determine what effect installation will have on the existing irrigation heads and pipes. It may be necessary for some of the irrigation components to be relocated so that watering coverage is not affected.
- All irrigation costs are solely the responsibility of the homeowner installing the patio, modifying an existing patio, installing driveway extensions, and installing planting beds with this project.

### DIRECTIONS:

1. Describe the scope of work to be performed: Dimensions and square footage, list of material specifications, pavers, poured concrete, color. Size of planting beds; plant species and quantity if applicable, and any other pertinent details. **Plantings in side gardens are not to exceed 6 feet in height when mature:**

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2. Attach a scaled drawing of all work to be performed with location, orientation, dimensions, elevations and proximity of the adjacent home(s). **Use of graph paper is preferred.**
3. Attach a list of plantings if included in this project.
4. Attach a copy of the contractor's certificate of insurance naming both DiLucia Management Corporation and The Fairways at Laguna Oaks COA as additional insured.
5. Provide a daytime phone number where the Association's Landscape Services can reach you to schedule an inspection if you'd like to be present.

## **APPROVAL PROCESS - Landscape Modifications**

- The Homeowner must submit a completed application to the Management Company with all required documents and information. Applications can be emailed to [n.meyer@dilucia.com](mailto:n.meyer@dilucia.com) or mailed to 1000 Bally Bunion Drive, Egg Harbor City NJ 08215. An incomplete application will be returned to homeowner to complete. Please follow all instructions to avoid unnecessary delays in processing your application.
- Complete applications are sent to the Board for their review.
- If the application is approved by the Board, Management will send the homeowner an approval letter.
- If the application is rejected by the Board, the homeowner will receive written notification of their decision including the reason(s) for the rejection. A member of the Board can be consulted to determine what can be done to comply and the homeowner may resubmit a revised application.
- If irrigation adjustments are necessary, the homeowner agrees to consult with the Association's contracted landscaper for this work prior to the start of the project. The Homeowner is responsible for all costs and liability associated with the project.
- The Homeowner will inform Management when work has been completed.
- A Board Member or Management will make a final site visit to ensure compliance with the details stated on the application.
- The homeowner is responsible for any damage done by themselves or their contractors to the common elements, which includes the Association's irrigation system.
- **No planting beds and/or walkways can be installed without written approval from DiLucia Management Company.**

Homeowner Signature: \_\_\_\_\_

**Note: Homeowner, not contractor, must sign and submit this application.**

Office Use Only: \_\_\_\_\_  
APPROVED: \_\_\_\_\_ REJECTED: \_\_\_\_\_ DATE: \_\_\_\_\_

Revised 01/04/2025 psb