

**LANDSCAPING APPLICATION**

(References: ACRB, Sections 1, 10: TRPA & City/County Ordinances)

PROJECT ADDRESS: \_\_\_\_\_

TKPOA STAFF TO COMPLETE:

DATE RECEIVED: \_\_\_\_\_

- 1. Property Code: \_\_\_\_\_/\_\_\_\_\_
- 2. Application is Complete/Signed: \_\_\_\_\_
- 3. Review Fee (\$50) \_\_\_\_\_

**OWNER TO COMPLETE:** (Print)

Owners Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Representative: \_\_\_\_\_ Phone# \_\_\_\_\_

(If Applicable)

**REQUIRED PROJECT INFORMATION:** New Construction \_\_\_\_\_ Replacement \_\_\_\_\_

- 1. Site Plan Attached \_\_\_\_\_
- 2. BMP Recommendation Included \_\_\_\_\_
- 3. Sprinkler System: Right Side \_\_\_\_\_ Left Side \_\_\_\_\_ Front \_\_\_\_\_ Rear \_\_\_\_\_
  - a. Backflow Prevention Devices (mandatory) Yes \_\_\_\_\_ No \_\_\_\_\_
  - b. Timed Automatic System? Yes \_\_\_\_\_ No \_\_\_\_\_
- 4. Are lagoon banks being disturbed or modified? Yes \_\_\_\_\_ No \_\_\_\_\_
- 5. Are trees/groundcover being planted entirely on applicant's property? Yes \_\_\_\_\_ No \_\_\_\_\_
- 6. Are trees being planted deciduous? Yes \_\_\_\_\_ No \_\_\_\_\_
- 7. TRPA approval for any tree removal included? Yes \_\_\_\_\_ No \_\_\_\_\_
- 8. Are native plants and trees being used? Yes \_\_\_\_\_ No \_\_\_\_\_
- 9. Could trees being planted affect neighbors view, now or in future? Yes \_\_\_\_\_ No \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contact Name/Phone: \_\_\_\_\_/\_\_\_\_\_

Required Attachments

- 1. Signed Owner's Agreement \_\_\_\_\_
- 2. Site Plan \_\_\_\_\_

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

**OWNER/REPRESENTATIVE CONTRACTUAL AGREEMENT**

In consideration of the Architectural Control Committee (ACC) granting Owner the right to construct in accordance with the CC&Rs and applicable TKPOA rules and regulations, the parties agree and acknowledge as follows:

A Owner and legal Representative (if applicable) of the owner of the property identified below acknowledges receipt of and has reviewed the "New Construction/Major Remodel Instructions," the TKPOA rules and regulations, the Architectural Brochure for design and landscaping, the subdivision CC&Rs and the City and Agency requirements applicable to this project with respect to improvements and/or remodeling within Tahoe Keys and hereby agrees to fully comply therewith.

B. Owner and legal Representative (if applicable) further acknowledges that it/he/she will construct in accordance with the approved plans and specifications submitted to the ACC, and further that it/he/she will not make any changes or modifications to the structure without first seeking and obtaining City, Agency and ACC approval to include, but not be limited to, architectural design, chimneys, outside pipes, sheet metal, fences, decks, paint colors, railings, bulkheads, docks and landscaping.

C. Owner and legal Representative (if applicable) further acknowledges and agrees that its/his/her failure to comply with any of the criteria described above would cause irreparable injury to TKPOA and cause damages to neighboring properties which would be difficult to ascertain or quantify. Accordingly, without limiting any remedies that may be available with respect to any violation by the owner or legal representative of the criteria described above. Owner or legal representative hereby consents to the issuance of a temporary restraining order, preliminary injunction and permanent injunction, without bond, by TKPOA to restrain any violation of the CC&Rs and/or rules and regulations. Owner agrees that the deposit posted by him/her may be used to defray any and all costs incurred by TKPOA in enforcing said rules and regulations, including, but not limited to, attorney's fees and costs of suit.

\_\_\_\_\_  
 Owner's Signature (required) \_\_\_\_\_  
Date

\_\_\_\_\_  
 Legal Representative's Signature \_\_\_\_\_  
 (if applicable) Date

Property Address \_\_\_\_\_, South Lake Tahoe, CA

**Release & Hold Harmless**

As stated in Article VII, Section 7 of the First Restated Declaration of Covenants, Conditions and Restriction of Tahoe Keys recorded June 1991 relating to the ACC approval of plans:

Review and approval by the Architectural Control Committee of any proposals, plans or other submittals shall in no way be deemed to constitute satisfaction of, or compliance with, any building permit process or any other governmental requirements, **THE RESPONSIBILITY WHICH SHALL LIE SOLELY WITH THE RESPECTIVE LOT OWNER**

I grant the Tahoe Keys Property Owners Association the authority to physically remove the structure/project that has been constructed on my behalf, if the structure/project was not built in accordance with the attached approved set of plans. I agree to fully reimburse the TKPOA for all expenses incurred due to the removal of the structure/project if it has not been completed according to the approved set of plans/submitted application.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

## LANDSCAPING INSTRUCTIONS

Landscape Plans must show a plot of the site, location of the house and garage, and the exact location of fences, gates, trees, boulders, plantings, retaining walls, paths, planted areas, ground cover, etc. Sprinkler systems will be shown and sprinkler head locations and spray area identified. All planted items will be identified in a legend providing common species names. The location and approximate measurements of all landscaping materials to be used will be shown. Landscaping is to be done in accordance with the plans submitted.

TRPA and /or TRCD BMP Plans and Recommendation must be included if applicable.

All Newly constructed homes must be landscaped within one year of completion. All homes are required to be landscaped and said landscaping is to be maintained so as to keep it need and attractive.

Attached for your use are two references: Basic Considerations that provides general information about landscaping within Tahoe Keys and Suggested Source Publications that provides a list of published resource guides.

### General Instructions

All construction shall be limited to the following hours:

7:30 a.m. to 5:00 p.m. - Monday through Friday

9:00 a.m. to 4:00 p.m. - Saturday and Sunday

No construction noises will be allowed that create a public nuisance (i.e., loud radios, dog running loose, etc.)

ACC APPROVAL: The Architectural Control Committee (ACC) approval is evidenced by the committee stamping and initialing plans and/or application(s). No opinion or advice, written or oral, shall constitute approval. On multiple applications (I.e., boat dock, siding, re-roof, etc.) include with Form 1-SA a completed face page of each appropriate form along its with required attachments.

ACC approval for minor remodel and other projects is valid for one (1) year. Unless the project is completed, new applications are required after the above expiration date.

## LANDSCAPING INSTRUCTIONS

### IMPORTANT NOTICE

ALL SUBMITTED ARCHITECTURAL PLANS FOR REMODELING MUST STAMPED WITH APPROVAL OF THE CITY OF SOUTH LAKE TAHOE'S BUILDING DEPARTMENT AND THE TAHOE REGIONAL PLANNING AGENCY PRIOR TO REVIEW BY THE ARCHITECTURAL CONTROL COMMITTEE OF THE TAHOE KEYS PROPERTY OWNERS' ASSOCIATION (if applicable).

NO CONSTRUCTION SHALL COMMENCE WITHIN THE TAHOE KEYS WITHOUT THE APPROVAL OF THE ARCHITECTURAL CONTROL COMMITTEE. ANY WORK STARTED WITHOUT THE ARCHITECTURAL CONTROL COMMITTEE'S APPROVAL WILL HAVE A "STOP WORK ORDER" POSTED ON THE SITE AND NO WORK SHALL COMMENCE OR CONTINUE UNDER SUCH POSTING. SHOULD THIS OCCUR, A FINE WILL BE IMPOSED, AN APPLICATION WITH REVIEWS FEES PAID AND THEN SUBMITTED TO THE COMMITTEE FOR APPROVAL BEFORE WORK CAN COMMENCE OR RESUME.

THE ARCHITECTURAL CONTROL COMMITTEE MEETS EVERY OTHER MONDAY AT 9:00A.M. ANY PROPERTY OWNER OR, LEGAL REPRESENTATIVE, OR CONTRACTOR MAY APPEAR BEFORE THE COMMITTEE.

- a. The structural capacity or safety features of your proposed improvement or structure.
- b. Whether or not the location of the proposed improvement or structure on the building site is free from possible geologic or natural hazards, or other possible hazards whether caused by conditions occurring either upon or off your property.
- c. The internal operation or functional integrity of your improvement.

General land use requirements and building codes are established and enforced by the City of South Lake Tahoe and other agencies.

## LANDSCAPING INSTRUCTIONS

### BASIC CONSIDERATIONS

Planting should be done with native or readily adaptable sod, plants, shrubs, ground covers, and trees.

Try to plant species that require minimal soil fertilization and watering during the first season or two.

Open spaces are encouraged and views shall be preserved wherever possible. Walks, stairs, terraces, fences, and walls should be unobtrusive. The intent is to enhance the property so landscaping becomes a part of the setting.

Long-term objectives must be considered so that rampant growth and inter-growth do not become problems.

Extensive use of rock ground cover is not allowed. Boulders and earth mounds are to be used in extreme moderation as approved by the ACC. A combination of approved sod and plantings should be used in a manner to soften and enhance the setting.

Lagoon banks shall not be disturbed in the landscaping process without prior ACC approval. It shall be the owner's responsibility to keep lagoon banks free of debris, litter, and trash, and to control the possible overgrowth of brush and weeds.

It shall be the owner's responsibility to see that all landscaping is kept free from weeds, debris, and that it be kept watered and well maintained.

Trees shall not be planted on property lines, but shall be planted on the owner's property. Any trees planted shall be placed so as not obstruct the view of neighboring property owners. Trees shall not be planted closer than fifteen (15') to the rear property line, bulkhead, or high water mark

Trees with invasive root systems and heavy leaf fall, i.e. Poplar, Aspen, etc., are no longer allowed in the Tahoe Keys. Pines, hemlocks, cedars, and evergreens are strongly encouraged. Any non-evergreen tree less than 14" in diameter, as measured four feet (4') above ground, may be removed without a permit. AU evergreen trees need ACC approval prior to removal. Removal of trees larger than 14" requires a permit from the Tahoe Regional Planning Agency (TRPA).

Do not over water or over fertilize!

## WATER CONSERVATION

### A. HOMEOWNERS RESPONSIBILITY FOR WATER CONSERVATION

Members are required to maintain their landscaping in accordance with the Architectural Control Rules Brochure (ACRB). The Members and Water Company are required to observe mandated water conservation requirements.

1. Designated irrigation days are:
  - a. Even Numbered Street Addresses: **Monday, Wednesday, and Friday**  
**Odd Numbered Street Addresses: Sunday, Tuesday, and Thursday**
  - c. No irrigation between 6:00 am **and 9:00 am, due to limitations on the TKPOA Water Distribution System.**
- 2 Do not allow water to flow over the ground surface or from sprinklers onto surfaces that are not able to absorb water, or on neighboring properties.
- 3 Repair all leaks in plumbing and irrigation systems.
- 4 The irrigation of non-landscaped, natural vegetation or undeveloped property is prohibited.
- 5 Always use an automatic shut-off nozzle on hoses. Continuous discharge from a hose is prohibited.
- 6 Water shall not be used to wash sidewalks, driveways, parking areas, tennis courts, decks, patios or other improved areas.
7. Water use in water features such as fountains is prohibited unless the water is re-circulated.
- 8 All Water Users are encouraged to report to the Water Company all signs of water leaks or water waste.
- 9 Landscape irrigation on Saturday is prohibited.
- 10 Drip irrigation systems and hand watering with an automatic shut-off nozzle are exempt from the designated irrigation days.
11. are:
  - a. Newly planted sod will be exempt for twenty-one (21) days from date of installation.
  - b. Seeded lawns, whether by hydro seeding or other means, will be exempt for thirty (30) days from date of seeding.
  - c. Bedding plants, including annuals and perennials, will be exempt for fifteen (15) days from date of planting.



**PROPERTY OWNERS ASSOCIATION**

356 ALA WAI BOULEVARD South Lake Tahoe CA 96150  
530-542-6444 TAHOEKEYSPOA.ORG

**SUGGESTED PLANT LIST / TAHOE KEYS**

**GROUNDCOVERS**

Thimbleberry	Rubus parviflorus	1 gal	Native, 18", woody, leafy look
Sweet Woodruff	Galium odoratum	"	4", white flowers, woody, shady
Bishop's Weed	Aegeopodium p.	"	10", variegated, fast spreading
Hypericum	St. John'swort	"	Spreading, long yellow flowering
Kinnickinnick	Arctostaphylos	"	Spreading manzanita, rock gardens

**PERENNIALS**

**SUNNY AREAS**

Lupine	Russell Hybrid	1 gal.	2'-3' bold summer color
Columbine	Aquilegia sp.	"	16", lots of colors, will spread
Aster	Aster sp.	"	Blue, daisy like flower in fall
Shasta Daisies	Chrisanthemum m.	"	Native, white summer flowering
Coreopsis	Coreopsis sp.	"	Many varieties, most flower yellow
Black Eyed Susan	Rudbeckia	"	Orange daisy like flower in summer
Red Hot Poker	Kniphofia	"	Distinctive flower and leaves
Artemesia	Wormwood	"	Gray foliage, white flowers, low
Sedum	"Autumn Joy"	"	Succulent look w/fall bloom
Geum	Geum	"	Spring flower, orange, yellow, red
Ornamental Grasses	Deschampsia	"	Lots of color/ textural options
Blanket Flower	Galardia	"	Daisylike, will often reseed
Salvia	Sage	"	Many species, bedding or borders
Catmint	Nepeta	"	Vigorous, spreading, violet flowers
Stonecrop	Sedum var.	4"	Succulents for rock gardens, textural
Wooly Thyme	Thymus	4"	Fragrant, dusty green, paths/rock gar.
Pincushion Flower	Scabiosa	4"	Midsummer bloom, rock gardens
Dead Nettle	Lamium	4"	Borders, variegated
Lady' Mantel	Alchemilla	1 gal.	Big, leafy w/ yellow flower

**SHADY AREAS**

Hosta	Plantain Lily	1 gal.	small flowers, but interesting leaves
Astilbe	False Spirea	"	Ferny look, pink, red white flowers
Huechera	Coral Bells	"	Lots of foliage choices
Dicentra	Bleeding Heart	"	Distinctive flower
Brunneria	Brunneria	"	Blue, spring flow. will spread