

**BLUFF CONDOMINIUM ASSOCIATION  
PO BOX 610  
KETCHUM, ID 83340  
208-622-8405**

**Landscaping, Tree Removal, and Replacement Procedure**

**Removal and Replacement at Association Cost**

The Board of Directors may remove, and if applicable, replace trees for a variety of reasons including, but not limited to disease, view corridor preservation, screening, safety, aesthetics, etc. In emergency situations the Board may do so without owner notification. In non-emergency situations the immediate area unit owners will be notified by the Association on all tree removal and landscape renovation plans:

**Owner Initiated Removal and Replacement at Owner Expense**

Owners wishing to remove, thin or replace trees at their own expense for personal reasons must complete the following steps:

1. Identify the trees to be removed with red ribbons and take adequate pictures of those trees.
2. Fill out the online tree removal form and prepare a written tree replacement and landscape renovation plan for Board of Director approval. This plan will be included with the neighbor noticing information.
3. Management will notify and submit your plan to all neighbors who can reasonably view the tree(s) and/or landscape additions from their unit or deck, and compile all comments received to present to the Board.
4. At the next regular Board of Directors meeting the Board will make a decision as to whether or not the removal/replacement is approved. The unwillingness of a neighbor to concur in the proposed action will be taken into consideration by the Board but will not necessarily result in denial of the request.
5. If approved, the Bluff unit owner will submit the proper application to SVEA and the City of Sun Valley and receive appropriate approvals prior to initiating any tree removal or landscape alteration. The owner is required to notify the Association and receive approval as to the timing of the landscape alteration and/or tree removal project.

**Sun Valley Elkhorn Association and City of Sun Valley Approvals**

Please note that all tree removal and replacement must be submitted to SVEA and the City of Sun Valley for their approval. These entities may require an approval letter from the Bluff Association before you can submit your plans for their approval. Depending on the scope, the SVEA and the City of Sun Valley may require noticing of neighbors about the project. SVEA's and Sun Valley City decisions are outside the scope/authority of the Bluff Board of Directors.