

**MOUNTAIN PARK  
HOME OWNERS ASSOCIATION**

2 Mt. Jefferson Terrace, Lake Oswego, Oregon 97035

503-635-8333

[landscapestewardship@mtparkhoa.com](mailto:landscapestewardship@mtparkhoa.com)



**COMMON PROPERTY WORK REQUEST**

Property owner completes Part I. Landscape Stewardship Department completes Part II. Architectural Committee completes Part III.

If a homeowner wishes to request that the Landscape Stewardship Department consider additional or potential landscape-related care on Mt. Park Common Property, please complete this request and return it to the Landscape Stewardship Department for consideration. Either print this document and drop it off at the front desk of the Clubhouse or save and e-mail your request to [landscapestewardship@mtparkhoa.com](mailto:landscapestewardship@mtparkhoa.com). If a homeowner has a request, concern, or emergency that involves a street, sidewalk, or right-of way, please call the City of Lake Oswego at 503-635-0280; this includes fallen trees, blocked storm grates, and snow or ice related emergencies.

**PART I - PROPERTY OWNER**

Date:

Name:

Address:

Phone (Home):

Phone (Work):

E-Mail Address:

Describe work requested on common property – attach a plat map identifying tree locations, ground covers, etc.

Please be specific and feel free to include pictures.

**PART II – LANDSCAPE STEWARDSHIP DEPARTMENT**

Landscape Stewardship Department Recommendations:

*COST ESTIMATE*

Labor: \_\_\_\_\_ Persons/Hours @ \_\_\_\_\_ Per Hour = \_\_\_\_\_

Based on: \_\_\_\_\_ Private Contractor \_\_\_\_\_ Mountain Park Crew

Equipment Rental: \_\_\_\_\_

Landscape Materials: \_\_\_\_\_

Permits & Fees: \_\_\_\_\_

Other: \_\_\_\_\_

Total Estimated Cost: \_\_\_\_\_

**PART III – COMMON PROPERTY/ARCHITECTURAL COMMITTEE REVIEW**

Approved

Denied

Cost of work to be paid by *(enter percentages is cost is to be split)*

Owner

Mountain Park HOA

Comments: