

Tree Survey Procedure Guidelines

The tree survey should begin by mid to late September. On September 1, prior to the survey, Millhouse will send out email notification of the impending tree assessment and invite residents to contact their Countryhouse Close reps with feedback. This notice will include a list of names and contact information for all close reps.

The survey is conducted in each close by small groups of 3-4 committee members. Every property is checked, front and back, and a list of problem trees is recorded. These trees are identified based on factors such as tree health, tree location in respect to structures and roofs, trunk bifurcation, leaning trunks or branches, proximity to other trees, and root systems.

After all the closes have been inspected, a spreadsheet, containing every tree to be removed or pruned, is created. They are identified by house number and location and categorized as simple or complex.

After the spreadsheet is completed, trees that need further evaluation are identified and reviewed by a certified arborist, such as the NC Forestry Service.

The trees are prioritized based on risk and the list is submitted to the Board.

The committee works with the Board and Millhouse to develop the RFP, which is sent out in December or a timeframe designated by the Board.

The committee reviews the bids and makes a recommendation to the Board.