



Bald Head Association ~ “The voice for BHI property owners”

910-457-4676 • 111 Lighthouse Wynd, Bald Head Island • [www.BaldHeadAssociation.com](http://www.BaldHeadAssociation.com)

**NEW!**

## Tree Request Procedures Made Easy — 1, 2, 3 & 4

Do you have trees that need trimming or need to be removed? The Design Guidelines state:

*“ARC review and approval is required before the removal of trees 3 inches in diameter measured 48 inches along the trunk from ground level, tree limbs of 3 inches or more in diameter, clustered growth vegetation 2 square feet or more at ground level, regardless of branching habits or diameter of the branches. Within the understory, ARC approval is also required to remove vegetation 1 inch or greater in diameter measured 48 inches along the trunk from ground level.”*

To be safe, ARC asks property owners to seek **PRIOR APPROVAL** for all tree requests. Here is the simple process outlined, to help you understand the process and the timeline:

1. Tag trees so that they are readily identifiable.
2. Email your tree request to Karen Mosteller, BHA’s ARC Coordinator, at [Karen@BaldHeadAssociation.com](mailto:Karen@BaldHeadAssociation.com).
3. Site visit is conducted by ARC and an ARC Committee member (property owner does not need to be onsite). ***There will be NO site visit if the trees are not tagged.***
4. A site review response will be emailed from ARC. **NOTE:** A response can take somewhere between a few days, up to 14 days, depending on workload and schedules.

In response to concerns raised at BHA’s Annual Meeting in January 2019, BHA has worked with the Village of BHI to streamline the tree approval process. This newly modified approval process regarding tree removal and trimming eliminates confusion and simplifies the process.

Property owners can start the process with one simple phone call or email to Karen Mosteller, BHA’s ARC Coordinator (910-457-4676, ext. 22 or [Karen@BaldHeadAssociation.com](mailto:Karen@BaldHeadAssociation.com)).

The previous approval process required property owners to contact both Karen Mosteller and Stephen Boyett, Village of BHI Development Services Director, for separate approvals. Though there are still approval processes for both organizations traveling parallel, the change is that to start the approval process, property owners need only to contact Karen.

This approval process is for all properties **EXCEPT** those located in the Harbour or Middle Island.