

# 1st Quarter Newsletter

## **PROPERTY RENOVATIONS REQUIRE HOA APPROVAL, NO EXCEPTIONS.**

With the nice weather approaching us, it is understandable that homeowners plan for home improvements and renovations. However, it is important to know that any modifications to your property (including but not limited to paint, roof, decks, patios, tree removals, driveways) must be submitted for review and approval is required by the HOA prior to work commencing.



The request must include the nature, kind, shape, height, materials, and location on the Lot of such structure or improvement, and the grading plan of the Lot to be built upon.

Unauthorized work will result in a notice from the board with the expected action to be taken by the homeowner. If the unauthorized work is not remedied as requested the homeowner's file will be turned over to the HOA's attorney.

## **COMMUNITY REMINDERS**

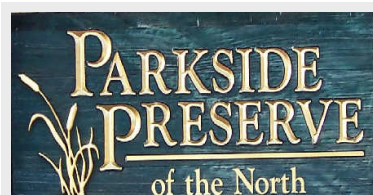
**SPRING CLEAN UP PREPARATION:** HOA beautification can easily get out of hand during the winter months so in preparation for spring please take the following steps to help keep an attractive and clean Community.

- Please clean leaves & debris from the storm drains and front yards. DO NOT rake leaves onto streets please as this can cause for the drains to clog
- Overgrown weeds should be removed.
- Lawn care, reseed the grass and fertilize the ground as needed.
- Trim and maintain trees that are in your property lot.
- Storage of items is NOT permitted on the front. All items must be removed and stored inside your home or in your garage.
- Trash cans should be kept either inside the garage or on the side (not on the front).

**DUMPSTERS!** The City of Pontiac is offering two dumpsters for the HOA's residents to tidy up their home and yards. Please see 2nd page of this newsletter as well as the City of Pontiac's flyer.

**PETS:** Per association By-laws, dogs and cats are not allowed to run loose. They must be leashed and attended to by a responsible person while in the sub-division. Be respectful of your fellow residents and pick up after your pet's waste.

**BLOCKING OF MAILBOXES:** DO NOT park your vehicle in an area that could potentially block a mailbox. If USPS mailman/woman can't reach a mailbox, the mail will not be delivered and the mail will not reach its homeowner.



For **SNOW PLOWING** inquiries or complaints please contact The City of Pontiac at (248)758-3000. You may also report Snowplow, City Streets, Street Signs, and Sewers issues at: <https://bsaonline.com/CitizensRequestForAction/Submit?uid=825>

Please **DO NOT** approach board members. If you have a question or concern. Please contact the Property Manager Jazmin Cornejo KC Property Services, LLC Office 248-586-9700 [j.cornejo@kcpropertyservice.com](mailto:j.cornejo@kcpropertyservice.com)

For emergencies during non-business hours please follow the phone system prompts.

**Board Members**  
Anissa Ellis - Vice President  
Chauncey Doud - Secretary  
Bret Bergeron - Treasurer  
Debra Chapa - Member at Large

## **RENTAL PROPERTIES, CITY ORDINANCE REMINDER!!**

If you rent or lease your property, you are required as a city ordinance to have the City of Pontiac's authorization to rent/lease your property. If management suspects that a property is being rented/leased it will be reported to the City of Pontiac. If your property is registered with the City of Pontiac, please notify KC Property Services so we can update our records.

# Dumpsters placement for Spring Cleaning!

The dumpsters will be delivered on Friday, April 26 and picked up on Monday, April 29.

One dumpster will be placed near 1607 Marshbank Dr, beside the wetland area. The other dumpster will be placed near 1647 Prairie Dr, near the fence. See the map below for a reference of the dumpsters placement marked in red.

**DO NOT DISPOSE THE FOLLOWING:** Oil or gas items (lawnmowers, snow blowers, etc.), items containing Freon, automotive parts, construction items, tires, paints, hazardous waste, and extra trash.

