



## *Homeowners Association*

Foxchase Homeowners Association · PO Box 520 · Meadow Lands, PA 15347  
Email: foxchasehob@gmail.com · Phone: 724-949-0369 · Website: www.foxchasehoa.org

October 2021

Dear Foxchase Residents,

The Foxchase Homeowner's Association Board (HOB) issues this annual newsletter to keep residents updated on the matters and concerns of the Foxchase community and to provide notification of the annual **HOA meeting which will be held on Thursday, November 18<sup>th</sup> 2021 at 7:00 pm**. It will be held at the North Strabane Municipal Building, 1929 Route 519.

If you are not able to attend the annual meeting, you must complete the enclosed Proxy form and give it either to a resident that will be attending, send it to the address listed on the proxy form, or email it to the Foxchase email address (foxchasehob@gmail.com) in advance of the November 18<sup>th</sup> meeting.

The Foxchase Homeowners Association Board (HOB) is responsible for:

- Maintain and improve the common areas within Foxchase,
- Address and resolve property issues of concern for our residents,
- Review and approve property modifications,
- Formulate and maintain the community budget,
- Select and manage contractors for landscaping, snow removal, lawn care, etc.,
- Manage all legal matters associated with the HOA,
- Maintain the relationship with Malone Property Management Services,
- Communicate with North Strabane Township (NST) regarding township business

The HOB are volunteers that are serving our neighbors and neighborhood to maintain and manage our community. Everyone within our community plays a part in helping maintain our beautiful neighborhood.

Thank you for taking the time to read this annual newsletter. We ask that you review the information contained in this newsletter and share the contents, as appropriate, with those in your household.

Serving on the HOB is fun! We have open Board positions for anyone that may be interested in serving. If you are interested, please send a message to the HOB, foxchasehob@gmail.com or complete a nomination at the annual meeting.

Sincerely,  
**Foxchase HOA Board**

## Foxchase Community Information

### Let's all COMMIT TO 20

The #1 complaint we hear from residents is the speed with which people drive on the roads in our neighborhood, and we couldn't agree more. This next year we are asking every resident to join us and to **COMMIT TO 20 in FOXCHASE!** Let's do better than the posted 25 MPH, let's all commit to 20 MPH on our neighborhood roads.



When driving through the neighborhood, just take a quick and safe glance down at that speedometer and look at your speed - you probably don't realize how fast you are going.

It only takes a second for an accident to happen. Let's set a good example and show respect for your friends, neighbors, and family members by maintaining a safe speed in the neighborhood.

Please share this important message with all of the drivers in your household. Let's make Foxchase roads safer for everyone!

### Foxchase Community Facebook Page

The Foxchase HOB manages a Foxchase Facebook page to provide an easy platform for our neighbors to communicate and share information. It has been helpful for residents to find lost items, share neighbor events, advertise garage sales and solicit recommendations for contractors, service providers, etc from the community members. The HOA also uses this page to communicate fertilization, asphalt sealing and other provided services.

We do ask that any HOA business be directed to the HOA email address directly ([foxchasehob@gmail.com](mailto:foxchasehob@gmail.com)) and not via Facebook.

If you are on Facebook, we encourage you to join this private group, *Foxchase Community*.

### Garbage Day

It never fails - we have a windy day or night during our weekly trash pickup service. Help reduce litter by properly storing your garbage in tight containers with lids or strong trash bags. If your garbage or recycling spills, it is your responsibility to clean it up, not the refuse hauler. Please do your part keep our community clean.

### Community Events

From time to time, the neighborhood conducts a community garage/yard sale. If conducting your own garage sale, please get approval from the HOA board by email or phone that you are putting up signs. Signs are required to be removed 1 hour after your event.

If you are interested in organizing a community garage or yard sale, please contact the HOB and we will be happy to assist you. Using the community Facebook page is another great way to organize events with your neighbors.

### Street Parking

Just as a reminder, street parking is not permitted by North Strabane Township. If for any reason residents need to park on the street overnight, you need to notify the township and the police, or they will ticket your vehicle. Call the township at 724-746-8474 from 8:30 am to 4:30 pm on weekdays and let them know you need overnight parking, and the police will be notified. If after normal hours, call 724-350-6062.

If you are having a party or some other event with many visitors, the gravel parking lot at the stop sign at Foxchase and Hunting Creek is available for overflow parking. Please seek approval from the HOB.

## **Important HOA Information**

### **Annual Meeting & Agenda**

The Annual Meeting is scheduled to be held on November 18, 2021 at 7:00 PM. It will be held at the North Strabane Municipal Building 1929 Route 519. Should circumstances change where we cannot have the meeting in person, we will alert the community accordingly. The agenda for the meeting will be to discuss any concerns from Foxchase residents and review and vote on the 2022 budget.

***If you are not able to attend the annual meeting, you must complete the Proxy form contained within and give it either to a resident that will be attending, send it to the address listed on the proxy form, or email it to the Foxchase email address (foxchasehob@gmail.com) in advance of the meeting.***

### **2022 Budget**

The 2022 budget is enclosed. Some good news to share – we were able to hold our service suppliers to very minimum cost increases for 2022. That, in combination with grass cutting and snow removal services being under the anticipated 2021 budget, will allow us to keep the HOA dues at the same level for 2022. The HOB always works to provide needed services to all residents while keeping costs at a minimum.

### **HOA Service Providers**

If you have a compliment or concern for any of our service providers, we encourage you to contact them directly. This contact information is also available on the HOA Website:

#### **Superior Lawn Care**

Fertilization, weed control & grub control:  
Bob Haynor at 724-925-3200.

#### **JG Landscaping**

Lawn mowing, Mulching & Snow Removal services:  
John Guest -- 724-518-0767 -- jglandscapeanddesign@gmail.com

Should you not receive a response from a service provider, please contact the HOB for assistance.

### **Neighbor Disputes & Issues**

If you have a dispute with any of your neighbors, we first encourage you to speak to your neighbor directly to try and resolve your concerns. We hope that all of our neighbors will be respectful towards each other and work together to resolve minor issues.

The HOB should only be contacted regarding issues concerning the HOA bylaws and/or covenants. If you have concerns regarding legal matters (noise, fireworks, property damage) please follow proper procedures with North Strabane Township or the North Strabane Township Police Department.

## Property Modifications

All residents are required to receive pre-approval from the Foxchase HOB for a variety of projects such as, but not limited to, exterior changes to your residence, additions, driveway changes, pools, hot tubs, patios, decks, fences, significant landscaping changes, etc. Please review the Foxchase HOA Covenants, Conditions, and Restrictions to determine if your project requires HOA approval.

Our recommendation is, when in doubt, submit a property modification form. We are happy to review your project and ensure that it meets the neighborhood standards set forth in the the Foxchase HOA Covenants, Conditions, and Restrictions.

If you don't receive approval and your project violates Foxchase HOA Covenants, Conditions, and Restrictions, the HOB can require you to redo the work and/or pay a fine until it is corrected and approved. Save yourself the hassle, make sure your project is approved by the HOB *before* construction begins.

Please do not assume just because you got a building permit from North Strabane Township you do not need to submit a property modification. The exact opposite is very likely true – if you need a building permit, you will almost always need an approval from the HOB.

The Property Modification form is available on the HOA website along with the Contractor Agreement should you be using a contractor to complete the work. We work diligently to provide quick reviews and decisions to all property modifications.

### *Helpful hints when submitting a Property Modification Request:*

To help us review your property modification, please ensure your application includes:

- Use the Property Modification Form from the HOA Website
- Include a comprehensive description of the work to be performed
- Approximate time to accomplish the project
- If you are doing exterior changes, illustrate your changes on your plot plan and submit that with your changes.
- A rough project schedule should be included

As the homeowner, it's important that your contractor operate in a professional and responsible manner. Please refer to the Contractor Checklist on the HOA website for the standards that must be maintained by all contractors performing work within Foxchase. You are responsible for your contractor at all times.

## Update HOA Contact Information

An effective way to communicate to our residents is via email. We currently only have email address for about 50% of our residents. Help us out and please take a minute and send an email to the HOA (foxchasehob@gmail.com) with your name, address, email and phone.

## Mailboxes

Please refer to Rule 2014.1 – found on our website; [www.foxchasehoa.org](http://www.foxchasehoa.org). Mailboxes must be maintained in **good repair** and replaced with BLACK boxes and WHITE posts in keeping with the original look, effective for all mailboxes installed after October 20, 2014.

If your mailbox is being held together by duct tape or bungee cords, then it is NOT in good repair or in compliance with community standards. We ask that everyone please carefully inspect your mailbox and post periodically to ensure that it is still in good repair. If you need help, please contact your HOA Board and we can give you access to resources.

### **Yard Signs**

The rule for signage in the Foxchase Declarations, Rules and Regulations is that *“No sign of any kind shall be displayed to the public view on any Lot for a period of sixty (60) days or more without prior written consent of the Board of Directors of the Association”* and we ask that you comply with this rule.

If you choose to display a sign in your yard, please keep in mind that we live in a family neighborhood and refrain from nudity and/or profanity. Please limit signs to no larger than 2 x 3 feet and refrain from homemade signs, unless with prior approval from the HOB.

If you disagree with the content of a sign, please discuss it directly with your neighbor. If you feel you must escalate, then again, the next step is to notify the township or the police.

### **HOA Dues & HOA Accounts**

In accordance with the Association Declaration, every homeowner is obligated to pay HOA assessments when due. The HOA assessments pay for the services provided throughout the year. Unpaid assessments draw on the reserve funds cash and could eventually result in higher assessments for all owners. Those owners who do not pay will face legal action and have a judgment placed against their home and other collection procedures. All past due HOA assessments with late fees and applicable legal fees apply.

### **Pet Owners**

Please be respectful of our community and abide by the “Poop & Scoop” rules enacted 2/23/2015. This includes cleaning up after your pet in the common areas near the entrance to Foxchase.

#### *Rule 2015.1 Poop and Scoop*

*There have been multiple complaints from our residents that pet owners are not cleaning up after their dogs. Allowing a dog to relieve itself on Foxchase individual yards, mailbox posts, driveways (paved or gravel), sidewalks and common area landscaped bedding is considered a nuisance violation unless you immediately clean up after your dog – called “Poop-Scoop” courtesy. Foxchase dog owners should train their dogs to go to the bathroom in their own yard and not their neighbors. Not only is it rude and inconsiderate, but a dog doing their business in someone else’s yard could be considered trespassing. As a result of the recent complaints, a rule has been enacted for our neighborhood.*

*Violation of with the rule will be enforced as follows:*

*If a neighbor can prove that a Foxchase dog defecates in their yard (and is not picked up) by picture or video and can provide the dog owners name and address, the pet owner will be subject to the following:*

*1st offense: Written warning*

*2nd offense: \$50 fine payable to Foxchase HOA*

*We appreciate all Foxchase dog owners respecting this rule.*

**Foxchase Homeowners Association**

*C/O E. M. Malone Services Co., Inc.*

*P.O. Box 520, Meadow Lands, Pa. 15347*

**PROXY**

**Per the rules of procedure duly noted in the Foxchase Plan of Lots, North Strabane Township, A Limited Planned Community, Declaration of Covenants, Conditions and Restrictions, members may vote at any Annual or Special Meeting by Proxy if signed by Unit Owners.**

**Foxchase HOA must receive proxies at the above address by Tuesday, November 16, 2021, or at the meeting itself on Thursday, November 18, 2021 in order for the proxy to be counted for voting and quorum purposes.**

I/We \_\_\_\_\_ and \_\_\_\_\_  
(Complete names of all owners of record)

Being the owner(s) of the homeowner unit located at \_\_\_\_\_  
(Street address including city, state, and zip code)

and being (a) member(s) in good standing of the Fox Chase Community Association, under the provisions of the duly recorded legal instruments governing the Association do hereby authorize and appoint:

\_\_\_\_\_ of \_\_\_\_\_  
(Full name of proxy holder)

\_\_\_\_\_  
(Street address including city, state, and zip code)

Said person having duly represented himself/herself as being a member in good standing of the community, to be my/our Proxy, to represent me/us on the issues to be discussed at the membership meeting of the Foxchase Community Association to be held on November 21, 2019 at the Supervisors Meeting Room, at 1929 Route 519 South in the North Strabane Township Municipal Building, Canonsburg, PA 15317 and to vote on my/our behalf on the issues submitted to a vote at this meeting.

This Proxy carries with it full right for the Proxy Holder to cast his/her vote(s) as he/she feels fit.

\_\_\_\_\_  
Signature of Person Granting Proxy Date

\_\_\_\_\_  
Signature of Person Granting Proxy Date

\_\_\_\_\_  
Signature of Person Granting Proxy Date

ATTEST:

\_\_\_\_\_  
Board Member's Signature Date

<b>Foxchase Home Owners Association</b>							
<b>Proposed 2022 Budget</b>							
			<b>All Homes/unit</b>	<b>Carriage Homes/unit</b>	<b>Odd # Townhomes/ unit</b>	<b>Even# Townhomes/ unit</b>	
<b>Service</b>	<b>Annual Fee</b>	<b>Monthly Fee</b>	<b>111 units</b>	<b>27 units</b>	<b>14 units</b>	<b>18 Units</b>	<b>Notes</b>
<b>Annual General Administrative</b>							
Malone Fees	\$ 5,000.00	\$ 416.67	\$ 3.75	\$ -	\$ -	\$ -	
Insurance	\$ 1,450.00	\$ 120.83	\$ 1.09	\$ -	\$ -	\$ -	
Tax Prep	\$ 125.00	\$ 10.42	\$ 0.09	\$ -	\$ -	\$ -	
Website	\$ 230.00	\$ 19.17	\$ 0.17	\$ -	\$ -	\$ -	
Legal Fees	\$ 2,750.00	\$ 229.17	\$ 2.06	\$ -	\$ -	\$ -	
Postage	\$ 200.00	\$ 16.67	\$ 0.15	\$ -	\$ -	\$ -	
Office Expense	\$ 300.00	\$ 25.00	\$ 0.23	\$ -	\$ -	\$ -	
Bank Charges	\$ 50.00	\$ 4.17	\$ 0.04	\$ -	\$ -	\$ -	
Misc Expenses	\$ 850.00	\$ 70.83	\$ 0.64	\$ -	\$ -	\$ -	
<b>Annual Property Maintenance</b>							
Annual Common Outside Lighting	\$ 612.00	\$ 51.00	\$ 0.46				
Snow Removal (Common Property only)	\$ 2,850.00	\$ 237.50	\$ 2.14				\$285/occurrence. Budget 10 occurrences/year
Snow Removal (TH & CH Sidewalks Only)	\$ 3,600.00	\$ 300.00	\$ -	\$ 6.11	\$ 4.22	\$ 4.22	\$360/occurrence. Budget 10 occurrences/year
Snow Removal (TH with back drives)	\$ 2,850.00	\$ 237.50				\$ 13.19	\$285/occurrence. Budget 10 occurrences/year
Mowing	\$ 19,500.00	\$ 1,625.00	\$ 2.64	\$ 27.14	\$ 18.74	\$ 18.74	\$975/occurrence. Budget 20 occurrences/year
Common Area Tree Pruning	\$ 825.00	\$ 68.75	\$ 0.62				
TH and CH Tree Pruning	\$ 1,140.00	\$ 95.00	\$ -	\$ 1.94	\$ 1.34	\$ 1.34	
Mulch beds - Common Area (edge & mulch - every even year)	\$ 6,525.00	\$ 271.88	\$ 2.45				
Mulch beds - TH & CH (edge & mulch - every even year)	\$ 6,150.00	\$ 256.25	\$ -	\$ 5.22	\$ 3.60	\$ 3.60	
Weed Prevention (mulch and common drives)	\$ 2,250.00	\$ 187.50	\$ 1.69				
Annual Retention Pond Maintenance	\$ 2,700.00	\$ 225.00	\$ 2.03				
Blacktop Sealing & Repair (Common Property Only - every even year)	\$ 2,448.00	\$ 102.00	\$ 0.92				
Blacktop Sealing (TH w/rear drive only - every even year)	\$ 510.00	\$ 21.25	\$ -			\$ 1.18	
Grass Fertilization, weed, grub Control	\$ 6,195.00	\$ 516.25	\$ 0.84	\$ 8.62	\$ 5.95	\$ 5.95	
Aeration, Lime, Overseed (every even year)	\$ 3,868.00	\$ 161.17	\$ 0.26	\$ 2.69	\$ 1.86	\$ 1.86	
Total Annual Expenses	\$ 53,477.00						
Total Bi-Annual Expenses (even year services)	\$ 9,750.50						
<b>Total Annual Expense:</b>	<b>\$ 63,227.50</b>						
	<b>Total Per Unit Type Costs:</b>		<b>\$ 22.26</b>	<b>\$ 73.99</b>	<b>\$ 57.97</b>	<b>\$ 72.34</b>	