



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 14, 2022

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 17th 2022 at 7:00 pm**. The meeting 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 17th meeting.

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.

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

- Enforcement of the Bylaws, rules and regulations governing the Foxchase Homeowners Association;
- Maintaining and improving 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;
- Selection and management of contractors to provide HOA services 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 that is of concern to the Foxchase community

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. If you are interested in serving your community as a member of the Foxchase Homeowners Association Board, please contact the HOB via email at foxchasehob@gmail.com to make a nomination. All nominations for 2023 Board positions must be received by Friday November 11th.

We look forward to seeing you at the annual meeting in November.

Sincerely,
Foxchase HOA Board

Foxchase Community Information

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) and not posted on Facebook.

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

Update HOA Contact Information

An effective way to communicate to our residents is via email. We currently only have email address for about 70% 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. Hint: If you haven't gotten an email from Foxchase within the last year, that is a good sign we are missing your email address.

Community Events

From time to time, residents are interested in organizing a community garage/yard sale. If you are interested in organizing a neighborhood garage/yard sale, please contact the HOA at foxchasehob@gmail.com. We will do our best to help coordinate the effort. 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 you are likely to get a ticket. 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 and they will be parking on the street, please ask them to all park on the same side of the street. Parking vehicles opposite each other on the street causes a very dangerous situation.

Residents can also make use of the gravel parking lot at the stop sign at Foxchase and Hunting Creek for overflow parking. Please contact the HOA for approval before using the lot.

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 HOA Board does get engaged, when appropriate, for the enforcement of HOA bylaws, rules, regulations, or covenants. If you have concerns regarding legal matters (noise, fireworks, property damage, etc) please follow proper procedures with North Strabane Township or the North Strabane Township Police Department.

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

Ackerman Sealing

Common area blacktop sealing:
Tom Ackerman – 724-891-0674

Should you contact one of our service providers regarding a service they provide to the Foxchase Community and not receive a response, please contact the HOB for assistance.

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 or at least contact the HOB to determine if one is needed. We are happy to review your project and ensure that it meets the neighborhood standards set forth in the Foxchase HOA Covenants, Conditions, and Restrictions. 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. Including a plot plan is always a good idea.

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.

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.

Mailboxes

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, bungee cords or is missing pieces and parts, then it is NOT in good repair or in compliance with community standards. We ask that everyone please inspect your mailbox and mailbox post periodically to ensure that it is still in good repair. If you need help, please contact your HOA Board and we can refer you to resources that can help.

Yard Signs

It is election season again, so please keep in mind the rules for signage at Foxchase. The Foxchase Declarations, Rules and Regulations states 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". We kindly 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 we ask that you please refrain from homemade signs, unless with prior approval from the HOB.

Important HOA Information

2023 Budget & HOA Dues

The proposed 2023 budget is enclosed. The 2023 budget does include an increase in the HOA fees for every Foxchase unit starting in 2023. Due to the increasing costs for materials, labor and services, we have no choice but to propose increases for 2023. The last increase for dues was in 2017.

Overall, the average increase is 10% across all unit types, although each unit type does have a different percentage increase, depending on the services provided.

Unit Type	Current (2017) Monthly Dues	Proposed 2023 Monthly Dues
Single Family	\$22.00	\$24.00
Carriage Homes	\$70.00	\$79.00
Even #’d Townhomes	\$75.00	\$81.00
Odd #’d Townhomes	\$55.00	\$62.00

We hope you understand that the HOB works diligently to keep costs as low as possible while delivering the required and needed services. We are fortunate that we have been able to hold the dues the same for several years, and hopefully we will be able to hold these new dues for several years again.

HOA Provided Services

Just as a reminder, here are the services provided by the Foxchase HOA for the residents of Foxchase:

All Foxchase Units/Common Property:

- Maintenance and upkeep of all common property
- Insurance on all common property
- Management of the Homeowners Association
- Contract management for all HOA service providers
- Enforcement of all bylaws, rules and covenants
- Lawn services that include mowing, trimming, bagging of grass & lawn fertilizer treatment
- Apply Mulch and Mulch Bed edging every even year
- Aeration, Lime and Overseeding of lawns every even year

Carriage Homes:

- Lawn services that include mowing, trimming, bagging of grass & lawn fertilizer treatment
- Apply Mulch and Mulch Bed edging every even year (front and side of units)
- Aeration, Lime and Overseeding of lawns every even year
- Snow removal and snow/ice melt application from sidewalks (over 1” of snow)

Odd and Even Town Homes:

- Lawn services that include mowing, trimming, bagging of grass & lawn fertilizer treatment
- Aeration, Lime and Overseeding every even year
- Apply mulch and Mulch Bed Edging every even year (front & side of all units)

Even Townhomes Only

- Snow removal and snow/ice melt application from sidewalks (over 1” of snow)
- Snow removal and snow/ice melt application from rear common driveways (over 1” of snow)
- Sealing of all blacktop on common driveways every odd year

Proposed Bylaw Changes & Additional Rules

The Foxchase HOB will be proposing two bylaw changes and one additional rule at the 2022 annual meeting.

Proposed Bylaw Changes:

1. *Amended Provision: Article IV, Section 5 of the By-Laws (“Specific Assessments”).*
Adding to the existing bylaw verbiage providing a better definition to Specific Assessments as well as better defined process for Special Assessments.

ARTICLE 4, SECTION 5

In addition to the foregoing, the Board **of Directors** may levy specific assessments, **fin**es, **or** **sanctions** against **an** individual Unit **or** **Unit Owner** where there is a particular charge attributable only to that Unit or **Unit Owner** or a fine **or** **sanction** has been imposed **on an individual Unit or Unit Owner** as provided hereinafter. **In order to do so, the Board of Directors shall provide to the Unit Owner written notice of the Board of Director’s intent to impose such specific assessment, fine, or sanction on the Unit Owner (“Notice of Intent”), and said Unit Owner shall have thirty (30) days to either (1) serve a written response contesting the Notice of Intent or (2) request an in-person meeting to contest the Notice of Intent. If the Unit Owner does not submit a written response or request an in-person meeting within thirty (30) days, the Board of Directors may levy or impose on the Unit Owner the specific assessment, fine, or sanction identified in the Notice of Intent.**

2. *New Provision: Article XII, Section 1.A of the By-Laws*
This new provision will hold residents financially responsible for the reimbursement of costs incurred by the HOA for repetitive and similar bylaw, rules and/or regulations enforcement requests that are substantially similar in nature.

ARTICLE XII, SECTION 1A

In the event that a Unit Owner submits to the Board of Directors three (3) requests for the enforcement of any of these covenants and restrictions, or the administrative Rules and Regulations adopted pursuant thereto, and the Board of Directors determines, after a reasonable inquiry under the circumstances, that each of the requests are substantially similar in nature and without merit, and has incurred costs as a result of any of the requests for enforcement, then the Board of Directors may impose fines or other sanctions on said Unit Owner in accordance with Article IV, Sections 1 and 5 hereof,

(Existing bylaw language is in plain text, proposed language is in bold and underline text)

Proposed Additional Rules:

Rule 2022.1 – above ground pools are not permitted. In ground pools are permitted and must be approved by the Foxchase Homeowners Association through the Property Modification process.

Annual Meeting & Agenda

The Annual Meeting is scheduled to be held on November 17, 2022 at 7:00 PM. It will be held at the North Strabane Municipal Building 1929 Route 519. The agenda for the meeting, which is listed below, 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.

**Foxchase Homeowners Association
Annual Meeting
November 17, 2022 at 7:00 PM.
North Strabane Municipal Building**

Agenda

Call to Order

Current HOA provided services

Review current HOA provided services

Annual Budget

Review proposed 2023 Budget

Call for motion to approve

Bylaw Changes & Additional Rules

Review proposed bylaw changes

Call for motion to approve

New Business

New business from residents

Election of the 2023 Foxchase Board of Directors

Review candidate for HOA Board of Directors

Vote to elect Board members for 2023

Adjournment

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 15, 2022, or at the meeting itself on Thursday, November 17, 2022 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 17, 2022 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