



# TO SUMMIT UP



## From the Board:

Since February 2020 up until this month, our monthly Board of Trustees meetings have been held via teleconference due to Covid. This month's meeting was our first face-to face meeting and we covered a lot of ground.

Despite the pandemic, many changes have taken place in our community this past year. We have a new property Manager, Trisha Swallow, at Towne Properties. She began just before the major snow fall this year, so she experienced a rough beginning! In addition, our Association was unable to hold the Annual Meeting in November of 2020 but we plan on holding and conducting business for *both* meetings simultaneously in November 2021.

Here are a few points of interest within our facility:

*Summer of 2020*, east side honeysuckle was removed and the fence row was cleared. New plantings of bushes and trees. Along with fence row, the clearing and dead tree removal continued to the front corner of our property up to Shakertown Road.

*Fall of 2020*, we cleared all honeysuckle on the west side of the facility followed by more cleanup and seeding in the spring of 2021.

*Deck cleaning and sealing* is planned for this summer. Dates to be determined.

*The pool will open this year Memorial weekend* and close after the Labor Day weekend. Due to Covid there will be social distancing placement of our lounge chairs. Masks will need to be worn when entering, moving around inside the pool area, using the restrooms and leaving. This could change if the state of Ohio changes their restrictions. Owners' guests will be permitted as long as it doesn't keep owners from being able to use the pool.

*A New Snow Removal policy* will be put into place prior to the Winter season. We want to advise all homeowners what expectations are with our snow removal contractor.

(continued)

## PROPERTY MANAGER

Trisha Swallow, Towne Properties (937) 222-2550, trishaswallow@towneproperties.com

## BOARD OF TRUSTEES

Scott Puterbaugh, President

Mark Stone

Josh Weiland, Treasurer

Jackie Organisciak, Secretary

Jack Morris

## 2021 POOL OPENING

Our pool is scheduled to open Memorial Day weekend, 29 May. Please take a moment to review our SRCA pool rules which are located on our website, [summitridgecondos.com](http://summitridgecondos.com). In addition, social distancing will be in force. Lounge chairs will be placed 6 feet apart. We ask you to wear a

mask as you enter, move about and leave the pool area and, of course, while using the restrooms. Please wash your hands thoroughly and often. We are self-policing ourselves so everyone, please, do your part and stay safe. and help keep our pool open.

*“Condominium living is low-maintenance, not no maintenance.” Please pitch in and pull a weed or two or pick up yard debris or trash.*

### CHART OF RESPONSIBILITIES

The Board of Trustees is diligently working on a chart to show all maintenance or service responsibility of homeowner or association for future fingertip reference. As soon as it is complete, it will be available on our website, [summitridgecondos.com](http://summitridgecondos.com)

### GRILLS

Per our Rules & Regulations, Section 9, C, and the Ohio Fire Code, use of charcoal burners, gas grills, or any other type of open-flame devices are prohibited within 10 feet of a multi-family building. The Ohio Fire Code also prohibits operation of such devices on balconies and decks.

We will be doing a walk-around to assure no devices are on stored on balconies,

### FROM THE BOARD (CONT. FROM PAGE 1)

Items for your reference:

***Any change to outside of your unit*** i.e. door or window replacement, removal and planting of anything other than annuals, must be approved by the Board. Standard procedure is to submit an Improvement Application (copy on our Website) prior to beginning of work. The Board will review and approve/disapprove ASAP.

***Patios and decks*** must not contain anything other than furniture or items as outlined in the rules and regulations. These are not storage areas. Grills are not allowed to be used on decks or on patios. They must be moved 10 feet from combustible materials as required by state law and our R&R's.

***Parking spaces within the facility*** are meant to be “overflow” areas, not permanent spaces. Vehicles parked in the facility must have current plates. Homeowners are to use their garages and driveways first. We have been asked on several occasions to enforce this. We ask you to, please not put us in the position of policing our residents. Please be courteous to neighbors who have visitors and don't hoard the parking spaces.

***Dog waste cleanup***, for the most part, is being done well. However, please do not curb your dogs near areas that are being maintained, such as flower beds and areas just planted (as identified by flags in the grass). Volunteers maintain the beds in front of the signs and their condos, and it is discouraging to see people walk their dogs to those areas and urinate on the flowers.

## COMPLIANT OUTSIDE LIGHTS

Per our Rules & Regulations, Section 7, J, all burned out exterior light bulbs must be replaced with clear light bulbs within 24 hours. For reasons of safety and security, we ask that all exterior lighting be turned on from dusk to dawn. Investment in a timer is an excellent idea.

Philips makes a long-lasting, durable clear LED bulb. From experience, they last approximately 20 years. Each condo has five (5) lanterns that require a clear bulb. The illumination is a warm glow so that all lights in the facility look the same. Specifications are 60W, 10W LED, clear, soft-white, warm glow, brightness 800 lumens. Costs \$1.20 to run per year. Available at Lowe's or Amazon.

Thanking you in advance for your cooperation/compliance.



## ASSOCIATION EMAIL

We have set up a separate association “business only” email address. Your first line of communication should be to Trisha at Towne Properties but if you feel the need to elevate your issue/concern, please feel free to contact the Board directly at this email address:

[summitridgecondominiums@outlook.com](mailto:summitridgecondominiums@outlook.com)

## GARAGE DOORS

Our garage door design was discontinued years ago by the manufacturer, Safeway, model 69, color almond. The only company that carries, sells, and installs our discontinued design is *Doors Galore, (937) 832-9797*. If you need to replace your garage door, please fill out and submit a waiver to the Board prior to installation. This assures that the correct garage door is purchased and saves the unit owner the added costs of removal and replacement of an incorrect door. Advise Doors Galore that installation is for Summit Ridge Condominiums.



## POOL KEYS

Several years ago, every unit owner was assigned and given a numbered pool key, unique to the address. These keys should have been passed on to any new unit owners. If you are a new unit owner without a key or a unit owner unable to locate your key, please contact Towne Properties and they will replace your key for a \$25 charge. Please keep your key in a safe location...a second lost key will be \$50.

Pool keys are not to be given out to non-residents (includes family members that do not reside here) or duplicated. These guidelines assures that only residents use our pool and limits our insurance liability.

**Please take a moment to familiarize yourself with our Rules & Regulations dated October 2020. They can be found on our website along with our By-Laws and Declaration of Condo Ownership.**

## RECENT SALES HISTORY

Condo property values, in general, have increased 5.4% recently. We experienced a flurry of sales, twelve (12) condos, within our community since January 2019. The median sale price was \$180,800. Our Board strives to maintain the integrity of our buildings and grounds and funds our capital asset account to ensure that we have plenty of money to cover planned-for, as well as, emergency expenditures without having to assess unit owners which makes our community very attractive to prospective buyers.

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*Please....trash cans are to be placed out for pickup no sooner than 24 hours prior and then taken into the confines of your unit the same day of pickup, but not later than 24 hours after pickup....thank you!*

We have modified our Waiver and titled it Improvement Application (see below). This form is a replacement and can be found on our website.



*Summit Ridge Condominium Owners' Association*

**IMPROVEMENT APPLICATION**

**WHEN DO YOU FILE AN IMPROVEMENT APPLICATION?**

An application form must be submitted for any construction or addition to the exterior of your building or grounds. If in doubt about your particular project, contact Towne Properties Asset Management Company at (937) 222-2550.

**WHAT IS THE OBJECT OF THIS FORM?**

The object of requiring a homeowner to file an improvement application with the Board is two-fold:

1. To insure that your planned improvement conforms to the Association's Declaration, enhances the beauty of the Community, maintains the architectural harmony of the Community and in no way inconveniences your fellow homeowners.
2. To enable the Association to determine what information and assistance it can give in order to expedite completion of your planned improvement.

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ LOT# \_\_\_\_\_

DATE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

NEIGHBORHOOD \_\_\_\_\_

TYPE AND NATURE OF REQUESTED IMPROVEMENT: \_\_\_\_\_

COLOR \_\_\_\_\_ DIMENSIONS \_\_\_\_\_ LOCATION \_\_\_\_\_

SUPPLIES \_\_\_\_\_ APPROXIMATE COST \_\_\_\_\_

**A SCALE DRAWING OF ALL IMPROVEMENTS MUST BE SUBMITTED AND ATTACHED TO THE APPLICATION TO SHOW THE EXACT LOCATION AND DIMENSIONS.**

*I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement.*

*I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes.*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

----- (FOR ASSOCIATION USE) -----

Date Received \_\_\_\_\_ Received by \_\_\_\_\_

Date Approved \_\_\_\_\_ Date Disapproved \_\_\_\_\_ Letter Sent \_\_\_\_\_

Special Details or provisions for Approval \_\_\_\_\_

Return to: Towne Properties  
6540 Centerville Business Parkway or Fax (937) 222-2552  
Centerville, OH 45459 triciaswallow@towneproperties.com