

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

NOTICE OF MEETING

PCHA Annual Member Meeting 2022

Time: Mar 22, 2022 07:00 PM America/Detroit

Join Zoom Meeting

<https://us06web.zoom.us/j/86838917581?pwd=TjFucGR3d09ZMWdTaG9zRU5CL2MyUT09>

Meeting ID: 868 3891 7581

Passcode: 691487

One tap mobile

+16465588656,,86838917581#,,,,*691487# US (New York)

+13017158592,,86838917581#,,,,*691487# US (Washington DC)

AGENDA

Board Members present: Pat Hannon, Sean Laycock, Gaurav Sharma

Board Members not present: Windy Harris, Justin Ford

HOA members present: 09

Call to Order and Roll Call- by Pat Hannon (PH), Vice President.

Zoom Dos and Don'ts/Helpful Hints- Secretary. Gaurav Sharma (GS) went over the logistics on Zoom.

Welcome and Introduction- PH welcomed any new members

Announcement of Seating New and Reappointed Board Members: Windy Harris, President | Patrick Hannon, Vice President | Sean Laycock, Treasurer | Gaurav Sharma, Secretary | Justin Ford, Member.

Secretary's Report (Proof of notice of meeting, Reading of minutes of the preceding meeting). GS shared that the meeting was announced via paper mail, sandwich board, and email before 19 February 2022. Meeting minutes from the 2021 Annual Meeting were read on the screen. PH moved the motion to accept the minutes, Sean Laycock (SL) seconded. Minutes were approved by vote.

Treasurer's Report (2022 Budget, Association Finances, Dues collection in 2021 and 2022). SL described the work on the subdivision entrance, light fixture, etc. The biggest expense continues to be with Cruz Landscape with lawn mowing. Per SL, all 2021 dues were paid and the online payment option was discontinued since it added extra steps. The increase in mowing costs might lead to an increase in dues next year. General increases in water and electricity. SL described the trimming of trees in the Commons area. SL discussed the 2022 budget. Per PH, dues were last raised in 2017 and the reserves had to be accessed in 2021. Thus, inflation was likely to lead to dues raise next year. One member asked for subdivision-wide snow removal to be included in the HOA responsibilities. Per PH, this was discussed in two Board meetings and the Board did not support taking over the responsibilities for snow removal due to cost and liability concerns.

Association Accomplishments in 2021: PH described the work done on entrance ways, trimming and pest control in the Commons area. Per assessors, there was no need to start a spraying program. PH

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

thanked Windy Harris (WH) for organizing the 2021 Thanksgiving event. PH discussed communication via webpage and facebook.

Traffic Study Findings, Gaurav Sharma: Per GS, in early 2021, there were several incidents of speeding (speed limit 25 mph) and stop sign violations on facebook and member complaints. The Board approached Plymouth Township Police Department to collect speeding data and enforcement. Between 17 Aug -1 Sep 2022, a traffic monitoring exercise was placed on Howland Park Drive. In this two week period, over 8000 vehicles passed the device. About $\frac{3}{4}$ of drivers are driving within the speed limit and $\frac{1}{4}$ are driving over the speed limit. Excessive speed is not uncommon. The Plymouth Township Police Department increased enforcement and gave out citations. The Board will consider repeating the exercise in the summer of 2022.

Architecture Control Process, Pat Hannon: Per PH, the Board started ACP to help with request approvals and is looking for volunteers to form and run a formal ARC committee. Members can reach out to PH with nominations and self-nominations. Jennifer T. volunteered to be on the ARC.

New Projects, Pat Hannon: In future, we need to work on entrances, create new social opportunities, and transmit more information with less effort.

General Expectations, Pat Hannon: Dog droppings should be removed from the sidewalks. Dogs should be on leash on the sidewalks. Garbage cans need to be put back once they have been collected.

Request for volunteers, Pat Hannon: Our president, Windy Harris, is continuously looking for new ideas for social engagement. Members can reach out to her with offers to volunteer. Members can also consider running and contributing to a newsletter.

Open discussion:

1. Member Ron R. mentioned the cleaning procedure for the new mailbox. PH agreed that there was a need to make members aware of keeping the boxes ok.
2. Member Ron R. mentioned that the cracks on the entrances. SL asked if anyone knew about the contractors that did the work. No one was aware of the details.
3. Gaurav Sharma mentioned incidents of egging of houses, unmarked vehicles on subdivision roads, etc - and the possibility of a neighborhood watch programs and entrance at camera. Concerns regarding the logistics were brought forth, no decision taken.

Adjournment at 8:31 pm.

Note: Meeting minutes from the 2021 Annual Member Meeting are available on the Association website (<https://plymouthcommons.info/documents%2Fmeeting-minutes>). The 2022 Budget will be uploaded on the Association website (<https://plymouthcommons.info/announcements>) after it is reviewed and approved at the Board Meeting on March 15, 2022. The Zoom meeting will be recorded, and all participants may be muted whenever a topic is being presented. Please use the in-meeting chat function if you have any questions or comments during the meeting. At the start of the Open discussion (8:30 pm), the session moderator will read out your questions, and the presenters will answer them in the order and time decided by the President.

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

We look forward to your participation in the meeting and appreciate the opportunity to serve our community.

Yours sincerely,

Plymouth Commons Homeowners Association Board

dated: February 19, 2022

Saved Chats:

19:32:18 From Vytas to Everyone:

Somebody drove 113 mph?!?!

19:32:31 From Sean Laycock to Everyone:

crazy isn't it.

19:33:07 From Patrick Hannon to Everyone:

I will ask Gaurav to speak to this

RULE: Architectural Control Requests (RULE #B2021)

Background:

Enforcement of the governing documents is the responsibility of the Board (see Article VIII.1.c of PCHA Bylaws). The Board can establish rules, regulations, and policies for PCHA's operation according to the authority of Restrictions (see Article VIII.1.d of PCHA Bylaws).

From time to time, individual homeowners may desire to make permanent changes to the exterior of their properties. Such requests will be handled by the Architectural Review Committee (ARC), which is responsible not only for reviewing members' applications for additions or modifications but also putting the interest of the community as a whole above the interests of individual homeowners. In case the property of a committee member is under ARC review, the member will need to recuse themselves.

The President of the HOA (or the majority of the Board in absence of the President) will appoint not more than three homeowner(s) to serve on the ARC. Appointments to ARC will need to be renewed each year and ARC members may be disappointed at any time by a majority vote of the Board.

Procedure:

If a homeowner would like to make an exterior change to their property in the form of an addition or modification, they will need to follow the application process described herein:

1. Application- After verifying that the proposed addition or modification is allowed under Plymouth Township rules, the homeowner will send an email to plymouthcommonshoaboard@gmail.com and provide the details of the proposed project, such as specifications (materials, shapes, professional plans) and work schedule.

2. ARC Review: Each month, ARC member(s) will meet to review applications for compliance with governing documents. If the governing documents permit variations in certain circumstances, ARC will review the plans to determine whether the proposed changes meet the required standard. ARC member(s) reserve the right to ask questions, seek clarification, and set up meeting(s) with applicants- as needed. ARC will post its intention to approve/disapprove an application on the HOA website for at least 7 days. This will give an opportunity for any other homeowner to comment or bring forth positive or negative feedback to the attention of ARC. At the end of the comment period (minimum 7 days), the ARC will make a recommendation to support or deny the application.

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

3. **Decision-** The recommendation from the ARC will be presented at the next Board meeting, which will either approve or disapprove the application. The Board reserves the right to ask questions, seek clarification, and set up meeting(s) with applicants- as needed. A homeowner may appeal to the Board within 30 days after the Board has issued a decision. The decision of the Board shall be in writing and will be mailed or emailed to the homeowner within two days of the Board's decision.

NOTE: An approval of an application by the Board does not necessarily imply that the application meets local , state, and federal regulations. Applicants must verify the need to get permits and additional approvals from Plymouth Township and other authorities, as applicable. The applicants must not commence any construction activity till they have the Board's decision and all the requisite permits/permissions. At the end of the project, the applicant will give a written undertaking attesting that the project was completed within the approved specification. If the applicant chooses to forego the ARC application process and/or commences any construction before the Board's approval and/or carries out construction that is out of scope of the specifications approved by the Board, the applicant may be subject to fines as defined in Rule #A2021.

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

February 15, 2022

Dear Homeowner,

Subject: 2021 Dues Letter-Action Required by March 31, 2022

Dear Homeowner,

The 2022 Plymouth Commons Homeowners dues are \$350. We have worked diligently over the last several years to keep our dues the lowest among our peers, however we anticipate a dues increase for next year. The last change of dues was a \$50 per year increase in 2017.

Please make your payment by any one of the following methods:

- Mail a check to Plymouth Common Homeowners Association at **PCHA, P.O. Box 700904, Plymouth, MI 48170 and include the lot number.**

Payment is due upon receipt but no later than March 31, 2022. A \$50 per month late fee will be assessed for late payments.

A budget for 2022 is being finalized and will be posted on the PCHA website once it is approved by the Board of Directors. The Annual Homeowners Meeting is scheduled for March 22, 2022 at 7PM. The meeting will be held virtually via Zoom. A link and agenda for this meeting will be sent out in the near future.

In order to make sure we have the correct information to reach our residents, please return this notice with your updated email address and best phone number to reach you.

Thank you and Happy New Year.

The PCHA Board of Directors

PLYMOUTH COMMONS HOMEOWNERS ASSOCIATION

P.O. BOX 700904, PLYMOUTH, MICHIGAN 48170

plymouthcommonshoaboard@gmail.com

Data from 2021 Summer Safety Drive

Survey Dates	Start	Stop		
	Tuesday, 8/17/2021 12:33 AM	Wednesday, 9/1/2021 4:12 AM		
Posted Speed Limit	25 (mph)			
Traffic Zone	Normal			
Survey Result				
Total Vehicle Count	8078			
	Traffic Direction	Closing	Away	Combined
		East	West	
	Vehicle Count	4392	3686	8078
Posted Speed Limit	25 (mph)			
<i>Vehicles Under the Speed Limit Count</i>	3433	2786	6219	
<i>Vehicles Under the Speed Limit Percentage</i>	78.16%	75.58%	76.99%	
<i>Vehicles Over the Speed Limit Count</i>	959	900	1859	
<i>Vehicles Over the Speed Limit Percentage</i>	21.84%	24.42%	23.01%	
Excessive Speed Threshold	40 (mph)			
<i>Vehicles Over the Excessive Speed Count</i>	13	8	21	
<i>Vehicles Over the Excessive Speed Percentage</i>	0.3%	0.22%	0.26%	
<i>Average Speed Over Limit</i>	28.33 (mph)	27.97 (mph)	28.16 (mph)	
Speed Profile	Average Speed	22.26 (mph)	22.64 (mph)	22.43 (mph)
	Minimum Speed	4 (mph)	5 (mph)	4 (mph)
	Maximum Speed	113 (mph)	78 (mph)	113 (mph)
	85th Percentile Speed	26 (mph)	27 (mph)	27 (mph)
	Standard Deviation	5 (mph)	5 (mph)	5 (mph)
	10 mph Pace	18-27 (mph)	18-27 (mph)	18-27 (mph)
	In Pace Count	3168	2724	5892
Data Recording Limits	Highest Speed Allowed	120 (mph)		
	Lowest Speed Allowed	10 (mph)		
	Minimum Following Time	2 Second(s)		