



Date: 10/15/2025

Re: Winter Rules & Snow Removal

Dear Member(s),

Winter rules go into effect starting November 1<sup>st</sup> and will continue through March 31<sup>st</sup>. Below are reminders for what that entails.

- Doors and windows should be left open for no more than 15 minutes per day, unless the temperature exceeds 60 degrees
- All glass storm doors must be in place; All storm door screens need to be removed unless they are self-storing
- All window air conditioners must be removed, including the brackets
- Trash IS NOT to be placed on the sidewalks; Please place trash on the lawn for pickup
- Front hoses must be drained, removed, and stored inside
- Outside faucets should be turned off from within the unit and drained by October 31<sup>st</sup>
- Cars should be kept from obstructing the sidewalk for snow removal

Be aware that snow removal happens in order of priority, but may happen concurrently:

1. Main streets and parking lot thoroughfares
2. All main sidewalks and
3. Individual parking spaces

For your safety:

- Be aware that all streets, parking lots, and sidewalks may be slippery *even if they look clear or are salted!*
- **STAY CLEAR OF ALL SNOW EQUIPMENT! Truck or tractor operators may not be able to see or hear you; Please make sure you get their attention before going around them**
- Please keep your porch clear, as it is your responsibility; We will clear the approach and the sidewalk
- Ice melt will be available in a bucket near each court and street for your use, please use as needed

We will be re-implementing honking a horn in each area to signal the streets and courts being worked on. When you hear the horn, please move your vehicle(s) away from the area.

Please make sure that your vehicle(s) are registered with the office in case we need to contact you to move your vehicle. Please follow staff instructions if they ask you to move your vehicle. If you will not be home, please leave keys with a neighbor or park your car in a “V” parking space.

**Please be patient while staff is working to clear snow and ice.** Our goal is to have the main streets and parking lot thoroughfares cleared so that cars may pass by 7:00 am during the weekdays. Sidewalks and parking spaces may still be snow or ice covered during the early morning hours, especially during times of heavy snowfall.

If you have any questions about winter rules or snow removal, please visit or call the office at 586-739-7570.

Sincerely,

Carolina Baeza

Property Manager