

## NORTH SIDE HOMEOWNERS ASSOCIATION

### **SNOW REMOVAL PROCEDURES - WINTER 2019-2020**

The snow will soon be falling...it's time to prepare for the upcoming winter. It is essential that everyone has a clear understanding of their responsibilities regarding snow removal on the North Side property. This is a large community with more than 700 vehicles parked on the grounds. We need the cooperation of everyone for snow removal to be done properly and effectively.

Although snow removal is an Association expense covered by your monthly common charge, every resident should have a shovel and some ice-melt or sand for use on your front steps and parking spaces. Every attempt will be made to keep the property clear of snow and ice, however, timing issues may arise when you need your area cleared before the shovelers have reached you. It is also a good idea to keep your rear deck and patio clear of snow and ice in order to prevent infiltration of melting snow and ice into your home.

#### **OVERVIEW**

**Snow accumulations of less than an inch:** Salt-containing compound will be applied to the roadways. NSHOA uses a low-sodium compound to protect our waterways.

**Snow accumulations of more than an inch:** Roadways will be plowed and salted as needed to keep them open and passable. Shoveling of front steps and walkways will commence when the snow stops and accumulation exceeds 3 inches. Salt-containing compound will then be applied as needed.

**During a heavy snow event of more than 3 inches:** Plows will make their first pass at 3 inches accumulation and will repeat after each additional 3 inches in order to keep the main arteries open and passable. Salt-containing compound will be applied as needed and roads will be cleared when the snow stops. Shoveling of front steps and walkways will begin when the accumulation exceeds 3 inches and will be repeated after each additional 3-inch accumulation. Salt-containing compound will be applied as needed.

**Snow removal in parking spaces will begin once snowfall has stopped.** If it stops snowing by 1:00 PM, plowing will begin that day. If snow continues to fall past 1:00 PM, plowing will begin the following morning by 8:00 AM. We do our best to get the job done as quickly as possible but understand that on average it takes a good 8 hours to clear the entire property. As such, there may be times when plowing continues past 5:00 PM and into the evening. **All vehicles (including motorcycles) parked on the property must be in running condition and capable of being moved for plowing. Residents are responsible for cleaning off their cars and shoveling behind them as needed in order to move them out of the area.** You must be ready to move your cars out of the parking lot when the plow enters your area. All lots must be free of all cars; you cannot move them from one side of the lot to the other while the plows are working. If you choose to shovel out your own spaces, you must still move your cars for the plows. Once the entire lot has been plowed and salted, please move your cars back into your parking spaces as soon as possible thereby freeing up space on the main roadways for others. If you have more cars than assigned parking spaces and use a "visitor" space or park anywhere other than in front of your home, you must also move from those spaces as well. You should not leave the property (to go to work, shopping, vacation, business, etc.) without having made provisions for your vehicles to be moved in the event of snow. Many residents give their keys to neighbors that will be home to move their cars. If you're leaving town during the winter months be sure to consider the fact that it will most likely snow while you are away and we'll need to plow the roads and lots. Moving your cars off the property to a friend's or relative's home is the safest and easiest way to handle the situation.

In an effort to maintain a safe and orderly process for the removal of snow during significant snow storms, the following restrictions apply:

- **Parking on the Main Drive:**

The main drive must be kept clear by the Snow Removal Contractor while snow is falling. Red Flags will be flown from the light poles along the main drive to indicate a snow storm is approaching or in progress. This is your sign that parking on the main drive is prohibited. When the Red Flags are displayed, any vehicle parked on the drive between the entrance to North Side and the top of the drive (that area of the drive south of #6001 and #8001) will be subject to immediate towing and/or fining, as described below, at the vehicle owner's expense. This does not apply to the unassigned parking areas around the circle itself. **Once again, a Red Flag means parking is not permitted on the main drive.**

- **Cleaning of the parking areas:**

Once the snowfall event has ended, and the contractor is ready to commence with the cleanup procedure for the parking areas and the side streets, the Red Flags will be removed. At this point in time, vehicles from the area about to be cleaned may be parked along the main drive, but only while their area is being cleaned. Upon completion of the cleanup of the parking lots, it is required that any resident who has moved their cars to the main drive return them to assigned spaces immediately, in order to free up the drive for the next group of residents. Any vehicle identified as having been left on the main drive for a prolonged period during the cleanup phase after their parking area has already been completed, will be subject to towing and/or fining, as described below, at the vehicle owner's expense---and without any further notice.

### **Hardship Exemptions:**

Any resident who has a valid reason to be excused from the Snow Rules must file an Exemption Certificate Application with the Board of Directors **prior** to any snowfall event. This application is available on the community website, [www.chelseacovenorthside.com](http://www.chelseacovenorthside.com). Upon approval of the Exemption Application, an Exemption Certificate, good for a specified period of time, will be issued to the resident by the Board of Directors, and will be kept on file with the Community Manager and the snow removal contractor. Since the Board of Directors meets monthly, the timely submission of an Exemption Application is of absolute necessity. To avoid any inconvenience, the application should be submitted as soon as possible. It must be prominently displayed in the front window of the vehicle during any snow storm in order to avoid being towed.

### **Snow Rules Violations:**

Any vehicle violating the Snow Rules without a properly displayed and valid Exemption Certificate will be subject to towing, at the vehicle owner's expense, and/or a fine as described in the NSHOA Rules & Regulations. This notice serves as the warning letter.

Snow removal at North Side is no small task given the size and layout of the Community. With everyone's cooperation the process can run smoothly. If you are a non-resident owner, please make certain that your tenant is informed of the snow removal procedures. Owners are held responsible for the actions and omissions of their tenants. If you have any questions regarding the procedures or your responsibilities as a resident of North Side HOA, we urge you to please contact JHK Management Co. at (845) 223-9980. All concerns, suggestions, comments or complaints should be put in writing and sent to the Board of Directors at: P.O. Box 1243, Hopewell Junction, NY 12533 or e-mailed to: [jhkmgmtco@gmail.com](mailto:jhkmgmtco@gmail.com).