

# Sherman Pines

## Homeowners Association

### *Welcome Packet*

The primary purpose of the Sherman Pines Homeowner's Association is to build community and ensure the best quality of life for all homeowners while maintaining and enhancing property values through enforcing the covenants and maintenance of the association common area

## **Welcome to Sherman Pines**

Dear New Homeowner.

Congratulations on the purchase of your new home. On behalf of the Sherman Pines Homeowner's Association Welcome Committee and all homeowners of Sherman Pines, we would like to officially welcome you to our neighborhood. We are so pleased that you have chosen to call Sherman Pines home. We certainly look forward to meeting you whether it is by personal introduction, walking throughout the neighborhood, or a community activity.

Moving into a common-interest community, property governed by a homeowner's association, can be a confusing and challenging ordeal, more especially for those who have never before been involved with a homeowner's association. Sherman Pines HOA would like your experience here to be a positive and enjoyable one.

To help you, we have created this brief document to touch upon some key areas of interest for all new homeowners. This document is not designed to replace or substitute for the Sherman Pines Homeowner's Association governing documents rather providing a simple summary. All potential homeowners should be given the opportunity to read and understand the governing documents prior to moving into the Sherman Pines HOA, and each homeowner has the responsibility to honor the provisions of these documents.

### **About Sherman Pines**

Incorporated as a non-profit organization in 1993 and located in the town of Queensbury, NY, Sherman Pines offers the following in hometown family appeal.

- 83 homes
- Most homes are three bedrooms, some have four
- Septic system for each home
- Homes range in size from 1400 - 2200 square feet
- Lot size approx. .25 acres
- Association Fee \$46 per month
- Queensbury Town Water, Property & School Taxes
- 3 streets in the development (Autumn, Peachtree, and Fawn)

### **Why Does Sherman Pines HOA exist?**

Sherman Pines Homeowner's Association was created by North Builders Inc. and then taken over by Schermerhorn Construction Corp. These developers formed a legal entity called Sherman Pines Homeowners Association, Inc. to maintain common areas of the Association and ensure quality and value of properties within the neighborhood. As a legal authority (not for profit), the HOA is deemed to enact and enforce maintenance and design standards in addition to the standards established by the town.

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## Message from our Management Company

Dear New Homeowner,

Please take a moment to fill out the enclosed **Property Owner Worksheet** so that we have your current contact information on file. This will help ensure you receive correspondence from our office in a timely manner.

I have enclosed an invoice for your most recent monthly assessment. If you would like me to order you a payment coupon book for future payments please let me know.

Please visit the Sherman Pines website, [www.shermanpineshoa.com](http://www.shermanpineshoa.com), for the rules and regulations for the neighborhood, including information for making exterior changes to your home. I have included a copy of the **Architectural Review & Exterior Change Request Form** for your convenience should you need it in the future. Please join the Sherman Pines Facebook page to stay up to date on events and stay connected to your community. There is a link for the page on their website or you can log into your Facebook account (if you have one), search Sherman Pines and ask to join.

The manager for your Association is Kelly Lambert. She can be reached at 518.281.0043 and [kelly2@edgewatermg.com](mailto:kelly2@edgewatermg.com).

Please let us know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Kelly A. Cornick".

Kelly A. Cornick

Office Manager

## Important Contact Information

### **Website**

(<https://www.shermanpineshoa.com>)

### **Facebook Page (Private Group for Sherman Pines HOA Homeowners)**

(<https://www.facebook.com/groups/1441468999429428>)

### **Edgewater Contact Info**

**Edgewater Management Group, Inc.**

PO Box 150

Fort Edward, NY 12828

Office phone & text: 518.577.5403

Office fax: 888.567.6784

Office email: [kelly1@edgewatermg.com](mailto:kelly1@edgewatermg.com)

Manager Contact Information:

Kelly L - 518.281.0043

[kelly2@edgewatermg.com](mailto:kelly2@edgewatermg.com)

### **Board Contacts**

The contacts for Edgewater and the HOA Board of Directors can be found [here](#)

(<https://www.shermanpineshoa.com/contact>)

# Getting Started

## **By-Laws, Rules and Regulations**

(<https://www.shermanpineshoa.com/bylaws---budget>)

## **HOA Offering Plan**

([https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/48fb71\\_2835bbcb88fc46838c99cc360dd545d7.pdf](https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/48fb71_2835bbcb88fc46838c99cc360dd545d7.pdf))

## **Homeowner Responsibilities (Not An Exhaustive List)**

- Garbage Collection
  - The Town of Queensbury has two landfills one on Luzerne Road and one on Ridge Road.
  - (<https://www.queensbury.net/departments/transfer-stations/>)
- Snow Removal
- Lawn Maintenance
- Sprinkler/Irrigation for individual homes
- Mailbox & Any postal requirements
- Pest Control
- Septic system from the house to the tank
- Trees on their property, removal of trees require board approval
- Maintenance of their property, changes may need to have board approval for exterior changes (consult the website for more information or the offering plan)

## **HOA Responsibilities (Not An Exhaustive List)**

- Septic pumping (homes are usually pumped every two years)
- Brush hogging of the leach fields
- Maintenance including replacement of leach fields when they fail
- Septic system from the tank to the leach field including the tank
- Maintenance of the common land (entrances, leach fields, common HOA property, tree removal in common land, etc.)

## Getting Involved

### Board of Directors

(<https://www.shermanpineshoa.com/contact>)

### Community Activities

Things organized within the community can be found below

(<https://www.shermanpineshoa.com/about-cjn9>)

### Homeowner Best Practices

***Speed Limits*** – The roads in Sherman Pines are owned by the Town of Queensbury and the posted speed limit is 30 MPH. We have a lot of small children in the neighborhood, people like to walk the streets, and we would appreciate if you and your guests could drive slow for the safety of everyone.

### ***Septic Do's and Don'ts***

Frequently asked questions about septic tanks and how to properly maintain them can be found below.

(<https://www.shermanpineshoa.com/faqs>)

***Reaching out to the Board*** – Edgewater should ALWAYS be the first point of contact, which is why we have a property management company hired to handle our banking and homeowner contacts. The board usually meets quarterly but handles a lot of business via email and then documents those decisions quarterly in the board meeting minutes which is then available to all homeowners.

Contact Page

(<https://www.shermanpineshoa.com/contact>)

Board Meeting Minutes Page

(<https://www.shermanpineshoa.com/board-minutes>)

## HOA Forms

### **Property Owner Worksheet**

The property owner worksheet can be found below.

([https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/94cf1e\\_5cae6acf15b342b6a2d61e085fce421e.pdf](https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/94cf1e_5cae6acf15b342b6a2d61e085fce421e.pdf))

### **Change Request Form (ECR Form)**

General Information about changes can be found below.

(<https://www.shermanpineshoa.com/architectural-control>)

Form that is required can be found below.

([https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/48fb71\\_6ed40f9ed4cd4ea99d530372ffdbe9d4.pdf](https://493757c4-5616-4373-a440-069703bd29a6.filesusr.com/ugd/48fb71_6ed40f9ed4cd4ea99d530372ffdbe9d4.pdf))

Please use the same form above for tree requests.

## HOA Dues

Different payment options exist and the page below will outline those.

(<https://www.shermanpineshoa.com/payment>)