

# SYCAMORE BREEZE

www.sycamorecanyonmasterhoa.org



Professionally Managed by Keystone Pacific Property Management, LLC - 16775 Von Karman, Ste. 100, Irvine, CA 92606

## TOP TIPS FOR FIRE SAFETY

- ⇒ Install smoke alarms on every level of your home, inside bedrooms and outside sleep areas.
- ⇒ Test smoke alarms every month...
- ⇒ Talk with all family members about a fire escape plan and practice the plan twice a year.
- ⇒ If a fire occurs in or outside your home, GET OUT, STAY OUT and CALL FOR HELP.

## RECEIVED A VIOLATION LETTER? DON'T PANIC!

The purpose of maintenance or a violation letter is to open the lines of communication and to keep the community looking great and property values high. Management drives the community twice a month, looking for common area concerns that may need attention! Also, home and yard reviews for needed maintenance. If you receive a home/property maintenance notice to weed/clean up your yard, store trash cans out of view, paint your house/trim, gate or garage door etc., and have questions or need additional time to complete the work, please contact the Manager, Lisa Brannon at lbrannon@keystonepacific.com. The Board is happy to work with you, but first we need to hear from you. If the maintenance is not addressed and we have not heard from you, then you may be called to a hearing to discuss the reasons for non-compliance and fines may be assessed. It is important to keep our community looking fresh and attractive, to compete with new home sales in Orange County. Keep in mind that lots of cars parked on the streets can be an eyesore, so if you are using your garage for storage that prevents parking cars inside, please plan a fall clean out and get your "collectables" to storage. Garages should be used for vehicles and not completely for storage!



## **BOARD OF DIRECTORS:**

**President:** Martin Writer  
**Vice-President:** Sadu Gourkar  
**Treasurer:** John Somers  
**Secretary:** Lee Markley  
**Member-at-Large:** Don McCune

## **NEXT BOARD MEETING:**

Wednesday – September 4, 2019  
 7:00 P.M. @ East Anaheim  
 Community Center - 8201 E. Santa  
 Ana Canyon Rd., Anaheim CA,  
 92808

*The final agenda will be posted at Weir Canyon & Canyon Vista. You may also obtain a copy of the agenda on the community website or by contacting Management at 949-838-3229.*

## **ASSOCIATION MANAGER:**

**Lisa Brannon, CMCA**  
 Phone: 949-838-3229  
 lbrannon@keystonepacific.com

**Emergency After Hours/Weekends:**  
 949-833-2600

## **BILLING QUESTIONS ADDRESS CHANGES/ WEBSITE LOGIN:**

Phone: 949-833-2600  
 customercare@keystonepacific.com

## **REMINDER TO WEED YOUR DRIVEWAY EXPANSION JOINTS!!!**



## SEPTEMBER 2019 REMINDERS

- For after-hours association maintenance issues, please call 949-833-2600 to be connected with the emergency service line.  
Please call 9-1-1 for life-threatening emergencies.
- Trash Pick-Up Day - Fridays  
Street Sweeping Days- Tuesdays
- Have you noticed a street light on all the time or one that is no longer coming on at night? You can report it directly to the City of Anaheim by logging on to: [www.Anaheim.net](http://www.Anaheim.net)



### WEBSITE!

Visit your community website! Log onto [www.sycamorecanyonmasterhoa.org](http://www.sycamorecanyonmasterhoa.org) to:

- Submit maintenance requests & address changes
- Get the latest community news & updates
- Obtain minutes, newsletters, meeting agenda, policies & forms
- Architectural Applications & Guidelines
- Access your account online
- Pay your HOA bill online

If you have problems logging onto the website, please call Customer Care at 949-833-2600.

### ARCHITECTURAL REVIEW TIME FRAME

The Architectural Committee has 45 days from the time the application is received at Keystone to review and return by mail, the decision of the Committee as stated in Association's governing documents. Every exterior change must be submitted to and approved prior to commencing work, please keep this time frame in mind when scheduling the work of your contractors. Architectural applications received at Keystone at least 7 days prior to the monthly meeting, held on 1st Wednesday of the month may be reviewed at that meeting.

### HOUSE PAINTING REMINDERS

You MUST submit an architectural application, with the prefilled out house diagram for the scheme you have selected and obtain approval PRIOR to painting your home. There are 27 color schemes to choose from which are available to all tracts. The color schemes can be reviewed on the Association's website, or at the Dunn Edwards Paint Store, 5725 E. Santa Ana Canyon Rd, Anaheim, CA 92807, (657) 221-3009. **Please make sure you refer to the paint book binder dated October 2008.** In order to save you money, an account has been established under the Association's name, Sycamore Canyon Master, at the Dunn Edwards store. You will receive a 24% discount off the retail price for Dunn Edwards products, if you purchase from the aforementioned address location. **You must choose one structured scheme, and can NOT mix and match colors from other schemes or the application will be denied.**

### BOARD BRIEFS: JULY 22ND MEETING

- ⇒ June 5, 2019 General Session Meeting Minutes – Postponed
- ⇒ May 31 and June 30, 2019 Financial Statements and Variance Report – Accepted
- ⇒ Association Funds Transfer Committee – Ratified
- ⇒ Delinquent Accounts - Liens
- ⇒ Revised Architectural Guidelines - Postponed
- ⇒ Landscape Regrowth behind Morningstar - Discussed action.
- ⇒ Selective Tree Removal Phasing Plan (Space and Maturity) - Discussed
- ⇒ V-Ditch Maintenance - Discussed





Sycamore Canyon Master Association
Owner Notice Disclosure (Civil Code section 4041)

California law requires Owners in a community association to provide the following information to the association on an annual basis. If the below contact information has changed, please complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or send the completed form to forms@keystonepacific.com no later than October 31st.

Owners Name \_\_\_\_\_

Property Address \_\_\_\_\_

Owner Phone # \_\_\_\_\_ Owner Email \_\_\_\_\_

\*ITEMS 1-6 NEED TO BE COMPLETED. IF NOT APPLICABLE, PLEASE INDICATE N/A

1. Address or Addresses to which notices from the association are to be delivered:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

2. Any alternate or secondary address to which notices from the association are to be delivered:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

3. The name and address of your legal representative, if any, including any person with power of attorney or other person who can be contacted in the vent of your extended absence from your property:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

4. Your property is (please check one): Owner occupied Rented out

If your property is rented out, please provide the following information:

Name of Tenant(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

5. Is your property developed, but vacant (please check one)?: Yes No

6. Is your property undeveloped land? Yes No

Please return this form to:
Sycamore Canyon Master Association
c/o Keystone Pacific Property Management, LLC
16775 Von Karman Ave, Suite 100, Irvine, CA 92606