

Dear Plaza Homeowner,

I hope everyone is well!

There are a few important items I want to inform the community of. Please take some time to read this carefully. Reach out to me with any questions you may have.

**Dryer Vent Cleaning:**

Cleaning your dryer vent is very important. 15,000 fires are caused by dryers annually. 80% of those are caused by dirty or clogged dryer vents. This puts not only your unit at risk, but an entire building.

**The HOA is requiring all dryer vents to be professionally cleaned by December 31<sup>st</sup>, 2024. A receipt of the cleaning will need to be provided to the office upon completion.**

I am currently working with a dryer vent cleaning vendor to schedule two "Sign-up and Clean Events". During these selected dates you will be able to sign-up and have your vent cleaned at a discounted rate. Right now, I am planning to hold a two-day event mid-summer, and a two-day event in very late fall. More information to come!

Information about dryer vent cleaning. During the process they inspect and clean the vent. Cleaning it from one end to another with a high-speed rotating brush. They will check the dryer's connection to ensure air is flowing correctly, and clean the filter tray to remove any buildup that may lay below the filter. Lastly, they measure the airflow and heat as a final test to make sure your vent and dryer are meeting standard functions. The process depending on accessibility can take about 30-45 minutes. Any services outside of this process will not be included in the special price.

Note: You are more than welcome to have your vents cleaned by any professional company, at any time before the end of the year. These events are not mandatory. Dryer vent cleaning is recommended yearly. It is a great idea to have your hot water heater and smoke detectors checked at the same time. This keeps you on a schedule and takes the guess work out of your condo maintenance!

**Patio Standards:**

The community rules seem to be the hardest communication to get out to owners and tenants alike. There are a few updates that need to be made to the rules, I then will be sending them out to the community. Once updated, I will also email a copy of the rules to your new tenants, when I set them up with community access. **This requires all owners sending in a lease notification form with every rental.** I have attached the form to this email.

One rule that seems to get overlooked is mounting objects to patio walls or ceilings. **Nothing is allowed to be screwed in or affixed to walls or ceilings of patios. The board knows that not everyone is aware of this rule, so they are giving the community until November 30<sup>th</sup>, 2024 to remove everything from their walls and ceilings.** When removing Items, if a larger hole is left, please let the office know and our maintenance supervisor will patch and paint the area(s).

Architecturally approved roller shades and ceiling fans are allowed. Décor that is not permanently affixed to walls or ceilings is allowed, inside the patio, not on the railing or out in the rock area.

**Architectural Requests:**

Right now, our architectural committee is working to update our architectural request rules and the items that require approval. They will be sent out to the community, listed on our website, and on the homeowner web portal very soon. **Moving forward, please fill out an architectural request form for All home projects that you are planning to get started.** We would like to see as much detail as possible on the form, include photos (if you have them), and in-depth information about your contractor. Please include insurance and license information, this is very important for you to know as well. If you would like to give them our HOA office number, that would be fine, 480-659-2424.

There are some really good reasons for submitting a request. Once your project is approved, it goes into a permanent file and any future owner of the unit can request to view previous work done. It

lets us know who is going to be in the community, what area, and offers us away to communicate with your vendor if needed (I.E. water shut-off information and making sure they adhere to our no dumping rule). Submitting a request ensures that quality professionals are installing things like electrical, ventilation, and plumbing up to code. People that are not insured or licensed for these types of projects are very hard to hold accountable if something were to go wrong. Safety of the community is very important to all of us.

It is understood that some smaller projects can be completed by the homeowner or a handyman, such as small painting projects, changing out a toilet kit, or installing a bathroom tissue holder. If you are wondering if your job constitutes a request form, go ahead and submit one. The committee may have great insight or recommendations to offer.

Right now, projects that have required colors, styles/brands, and size are; windows, sliders, doors, flooring, roller shades, and ceiling fans. For specific guidelines on these items as well as forms, visit: [www.plazaresidencesaz.com](http://www.plazaresidencesaz.com), our community homeowner portal at AZCMS.com, or request them from the HOA office manager. Attached to this email is a copy of the architectural request form.

Again, please let me know if you have any questions or need anything from me.

Sincerely,

Amy Fanter  
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