



Website: <http://www.brennanestatesassociation.org/>
Facebook: <https://www.facebook.com/pages/Brennan-Estates>
PO Box 294 Bear DE 19701
(302)367-7430

Happy 2019 Brennan Estates Neighbors



Annual Meeting – February 13th, 2019 – 7:00 PM – Olive B. Loss Library

The Brennan Maintenance Corporation has been serving the community for over twenty years. As you may know, it's an all-volunteer Board of Directors with the members receiving no compensation for the hours our community requires. As a Board, we are responsible for overseeing a multitude of services necessary to maintain the safety and appearance of the Brennan community, which benefits all residents and helps to keep our property values high. This long-standing diligence to keep the community well maintained is the reason many of you purchased homes here. Aiding in the maintenance of home values, most other neighboring large communities utilize a management company to oversee the daily operations such as collection of dues, enforcement of deed restrictions, and common area maintenance.

As it sits, we are one of the few communities of our size still utilizing a volunteer committee. We, as a Board, feel the time has come for us to utilize this type of service since it's becoming more and more difficult for us to consistently administrate the various areas our documents require, such as the number of residents refusing to pay their dues which have started to increase. These delinquencies put an additional burden on the rest of us to absorb the cost of the routine maintenance of our community. Concurrent with increased delinquencies, there has been an increase in the number of homes where the deed restrictions are being ignored. We firmly feel this decreases the value of the surrounding properties and if continued could make the Brennan community a less desirable neighborhood for home resale.

In our due diligence, we contacted several other large communities similar in size and type to the Brennan Community to see the Pros and Cons of hiring a management company and for any references of companies with which they work. Having completed this process, we have selected a local company, Aspen Property Management, for a one-year trial starting April 1, 2019. Aspen currently manages a multitude of communities in our area including Bayberry North, Rose Hill, Shannon Cove, Congressional Village, and Perch Creek. Aspen has the experience to oversee the Brennan community's day-to-day operations and aid in the enforcement of the requirements outlined in our charter, especially dues collection and deed restrictions, as set up by the builder and mandated by the county. Since there is a charge for management services, an increase in dues is necessary. Even with an increase in our dues, we still have lower dues than many of the other communities in New Castle County. Some neighboring communities have annual dues as high as \$600.00.

Please know that we, as your Board, have always worked hard to maintain our community so you can be proud of it while remaining cost conscious. We feel it is time for the next step and hiring Aspen Property Management is that step.

As we start another great new year, we would like to remind our residents of a few things:

Any and ALL exterior changes to your home **must first be approved** by the architectural committee.

- A copy of the property guidelines can be downloaded to help guide community members what changes will be approved.
 - If you are unsure of a change you want to make to your home, please contact a board member and we can help.

This neighborhood is **deed restricted** to help keep it beautiful and maintain property values. Please help us by abiding by the rules and regulations that have been set. Deed restriction letters will be sent to homeowners who are in violation. **Deed restriction violations not remedied by the homeowner will now have fines attached** per New Castle County law.

Some of the most common violations are:

- Leaving your trashcans out front, down at the curb, or in plain sight of the street
- Making any exterior changes without approval including but not limited to:
 - paint colors, new doors, windows, siding, shutters, patios or decks and ROOFS
- Parking of commercial or recreation vehicles anywhere within the community including:
 - Trailers, boats, jet skis, work trucks over 10k GVW
 - Note → any unlicensed or untagged vehicles will be reported and towed
- Improper use of portable basketball nets
- Any use of trampolines
- Above ground pools of any sort
- Unattached sheds or storage boxes
- Improper or broken fencing

With spring around the corner, Please take some extra time to walk around your property. Is your lawn unkempt and does your flower beds have weeds? Do you need fresh paint or new trim? Is your sidewalk or driveway cracking? Is your house green with algae and mold? Keep Brennan beautiful by fixing any unsightliness around your home and yard.

We need homeowners to help serve on our board of directors and committees. This neighborhood relies on our board members, so please consider donating your time. Come join us for our monthly meetings. Meetings are open to everyone! (Olive B Loss elementary school -7:00 pm - second Wednesday of each month during the school year)

Have a safe and Happy 2019,

Brennan Estates Maintenance Corporation

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Please see the enclosed 2018 proposed budget.

Take a few minutes to send back your budget and board member vote.

[illegible]

April 1, 2019

Dear Brennan Estates Homeowner:

The Board of Directors of Brennan Estates Maintenance Corporation has selected Aspen Property Management as your property management company. The 2019 annual assessment invoice is enclosed.

We, at Aspen Property Management, are excited to serve the Brennan Estates community. Our services include managing all correspondence, administrative duties, architectural requests, billing and inspections of the community. We work hard to maintain clear communication with your board in order to efficiently manage all aspects of the community. Any questions or comments may be directed to:

Brennan Estates Maintenance Corporation
C/O Aspen Property Management
PO Box 858
Elkton, MD 21922
Email: info@aspenpropertymgmt.com
Website: www.aspenpropertymgmt.com
Phone: 410.620.2598
Fax: 443.303.8890

You should have received community bylaws and other governing documents at your settlement. If you did not, please go to our website at www.aspenpropertymgmt.com, click on community resources then select your community. All the documents, inclusive of the architectural request form, will be listed.

Please seek approval before you make any changes to your property that require board approval, as described in the community by-laws. You may submit your request to Aspen. This will ensure compliance with your association's documents and eliminate wasted time and money on unapprovable changes.

Please note that you have an annual assessment of \$325.00 and your account number has changed. You can conveniently locate your account number on the enclosed invoice. We have enclosed information on alternate ways to make your payment. Please ensure you make the appropriate changes so that no payments go to the county and that all payments have your new account number. If you have any questions along the way, please do not hesitate contacting us.

At your convenience, please take a few moments to complete the attached new resident information form and return it to our office. Your contact information is kept in strictest confidence and is used for communication between the board and residents of Brennan Estates only.

If you have any questions, please feel free to contact us anytime. We look forward to working with you!

Sincerely,

Aspen Property Management

Name of Property: Brennan Estates Maintenance Corporation

Owner(s): _____

Street Address: _____

Mailing Address: _____
(If different from above)

City: _____ State: _____ Zip: _____

Phone Number: _____

Is your property a rental unit? _____

WE NEED YOUR HELP!

If you would like to receive community updates and correspondence via e-mail please fill out the information below and either mail or e-mail it back.

Thanks for your support in this effort of becoming more efficient.

Mail:

Aspen Property Management
P.O. Box 858, Elkton, MD 21922

E-Mail:

info@aspenpropertymgmt.com

Subject Line: e-mail program

E-mail Address: _____

Questions, Comments or Concerns: _____

This information will be used for maintenance corporation business only

Payment Options:

Option 1. Online Payment Via eCheck or Credit Card* (one time & recurring options)

How does it work? You may set up a one time or recurring payment using eCheck, MasterCard, American Express or Discover.

What do I need to do? Simply follow the directions below:

- Log in to www.aspenpropertymgmt.com
- Select "Online Payments"
- Choose your community name
- Choose "One Time Credit Card Payment"*, "One Time eCheck Payment" or "Recurring Payments"

Note: You will need a login ID to set up a recurring online payment which can be obtained by selecting "Register Now" and completing the form.

**There is a \$14.95 convenience fee and a \$5,000 maximum per transaction, if you pay via a credit card.*

Option 2. Your Bank's Online Bill-Pay

How does it work? Set up your community association as a payee with your bank's online banking bill-pay.

What do I need to do? Please complete your bill-pay setup **exactly** as follows:

- **Payee:** Name of your community
- **Address 1:** [Aspen Property Management](#)
- **Address 2:** [P. O. Box 858](#)
- **City:** [Elkton](#) **State:** [MD](#) **Zip:** [21922](#)

Option 3. Mailing in Checks (for communities without coupons)

How does it work? You write a check and mail it in every time your assessment is due. **Please allow 5 to 7 business days for the check to process.**

What do I need to do? Write a check payable to the name of your community, and mail it to P.O. Box 858, Elkton, MD 21922.

****Important:** Account Number/Reference Number: *Your Homeowner Account Number is located on the enclosed invoice.*

DANIEL R. LOSCO*
THOMAS C. MARCONI
PAUL E. BILODEAU^o
GEENA KHOMENKO GEORGE*

LOSCO & MARCONI, P.A.
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December 17, 2019

Brennan Estates Homeowners

RE: Potential Violation of Deed Restrictions

Dear Homeowner:

This office represents Brennan Estates Maintenance Corporation (the "Corporation"). As you are aware, Brennan Estates is a Deed Restricted community, and numerous provisions exist to maintain homogeneity thereby enhancing property values. As you are also aware, exterior changes require Architectural Review Committee ("ARC") approval prior to being implemented.

The following provisions of the Deed Restrictions are applicable:

Section 1.04: Generally, no exterior changes are permitted. "Except as provided in Section 3.04 below, all improved structures shall be maintained in their original configuration and outward appearance...including without limitation, the color of all surfaces exposed to outside view, and the type of trim, shutters, downspouts, gutters, windows, doors, siding and roofing materials."

Section 3.01: Lot owners are "...bound by the Corporation's rules, regulations and resolutions as hereinafter authorized..."

Section 3.04: The Maintenance Corporation "may establish an Architectural Review Committee for the purpose of establishing and administering written Architectural Guidelines, with the advice as necessary from time to time of a licensed architect..." The Guidelines are "subject to and require the approval of the Corporation's Board of Directors". Exceptions to Section 1.04 (dealing with color and other exterior changes from the original construction) "...may be allowed by the Committee in accordance with the Architectural Guidelines, upon written application to and written permission from the Architectural Review Committee."

Section 3.05: The Architectural Guidelines shall have the same force and effect as the Deed Restrictions.

Section 3.06: The Board of Directors can also promulgate Community Guidelines

Brennan Estates Homeowners
December 17, 2019

governing details “of the appearance, use, maintenance and care of the Lots, homes....”

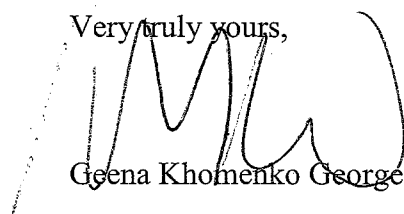
Section 4.06: “No portion of this Declaration shall be deemed waived, abandoned, or modified by course of conduct or failure to enforce the terms hereof.”

Although certain properties in the community have various violations of the Deed Restrictions, the Board has decided to grant those owners a period of time during which they may render your property compliant. If your home is currently in violation of the Deed Restrictions, you must apply for retroactive Architectural Review Committee (“ARC”) approval before **February 1, 2021**. The application form is enclosed. Please note that your application must include visual representation of your violation.

Although the ARC will apply a slightly more liberal standard to its retroactive review of existing violations, the ARC’s determination will have no precedential value for future applications. For example, should ARC approve a fence that one owner may have improperly installed, it will be under no obligation to approve a similar fence that another homeowner may wish to install in the future.

If you fail to apply for retroactive ARC approval within the time frame provided above, the Corporation will pursue any and all remedies at its discretion, including legal action.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Geena Khomenko George', is written over the typed name. The signature is stylized with large, sweeping loops.

Geena Khomenko George

GKG/

Enclosure.