

# Tradan Heights

## HOME OWNERS ASSOCIATION



### TOP NEWS

**Association Dues** – Thank you to those who have paid their dues. The Association will continue its collection process on open balance accounts.

**Garbage Cans** - Please conceal your trash cans on non trash day. You may read below in regards what the covenants state regarding your trash receptacles.

4.44. **Trash and Garbage Receptacles.** Trash and other receptacles shall be absent from view from any street, any Lot, and Common Areas on all days other than designated trash and/or recycling pick up days. No garbage or trash shall be kept, maintained or contained in any Lot so as to be visible from another Lot except for within twenty-four hours of regularly scheduled curbside pick up. No incinerators shall be kept or maintained on any Lot. No refuse pile, garbage or unsightly objects shall be allowed to be placed, accumulated or suffered to remain anywhere on a Lot.

### IMPORTANT COVENANT REMINDERS

Tradan Heights Covenants are binding agreements of guidelines and regulations that are observed by Tradan Heights homeowners.

**Lawn Maintenance** – Please maintain your lawn to comply with the community covenants. If you observe an un-kept lawn, you may check with the homeowner to see if everything is okay and or e-mail the Director of Community Operations at [info@tradanheightshoa.com](mailto:info@tradanheightshoa.com) and provide the address of concern.



#### Section 5 Maintenance and Repair. 5.1 Maintenance of Lots.

Each Owner shall maintain such Owner's Lot, including all landscaping and improvements comprising the Lot, in a manner consistent with Tradan Heights Estates Governing Documents, Tradan Heights Estates Standard and all applicable covenants, unless, such maintenance responsibility is otherwise assumed by or assigned to the Association or a Series pursuant to any Supplemental Declaration or other declaration of covenants applicable to such Lot. Each Owner shall ensure their Lot is maintained in a neat and orderly fashion, not overgrown with vegetation, in a manner consistent with the Tradan Heights Estates Standard.

**Parking** – Please refrain from parking in the street if you can. If a vehicle is illegally parked in street by the guidelines below, you may call Norman Action Center Parking Enforcement. -The vehicle must be properly tagged and in good operating condition.- The vehicle must be parked with the flow of traffic.-The vehicle must not be parked such as to present a hazard to normal traffic flow.-The vehicle may not be leaking oil onto the street. All other concerns can be e-mail to [info@tradanheightshoa.com](mailto:info@tradanheightshoa.com) .



### PURPOSE

The purpose of this letter is to provide you with community information and important reminders. Please retain this letter in your files and reference it when you may have questions regarding HOA matters.

### STREET LIGHT REPAIRS

To turn in a street light repair request: you can either call City of Stillwater at 405-742-8368 or and provide the address of the light or the closest intersection.

### SIMPLE REMINDERS

**Modifications:** Please remember to work with the HOA if you plan on installing a shed, pergola, pool, landscaping, or staining your fence.

**Trees:** Please remember the importance of having alive trees on your lot. The Association will conduct a tree audit in late summer or early fall to observe dead or missing trees on lots. Interior lots need two living trees and corner lots need three living trees.

Also, once your tree has reached the 12 months mark or so, it's important to remove the "t" posts attached to the tree.

**Grass Clippings in Street:** Thank you to those who bag their excess grass clippings. Please note that it is a city violation to blow or leave your grass clippings in the street.

**Pet Waste and Leashed:** Kindly respect our environment and clean up after your pet. It's a social and lawful responsibility.

**2. Restrictions.** The following activities are prohibited at Tradan Heights Estates unless expressly authorized by, and then subject to such conditions as may be imposed by, the Board:

**2.1 Parking.** Parking any vehicles on public or private streets or thoroughfares, or parking of commercial vehicles or equipment, mobile homes, recreational vehicles, golf carts, boats and other watercraft, trailers, stored vehicles, or inoperable vehicles in places other than enclosed garages; provided, construction, service and delivery vehicles shall be exempt from this provision for such period of time as is reasonably necessary to provide service or to make a delivery to a Lot or the Common Area;



**Dog Barking** – The Association may correspond with a resident regarding pet concerns,, but the best thing to do is contact Animal Welfare 405-372-0334 for stray animals or the 405-372-4171 for barking dogs.

**2.3 Noxious, Offensive Activity.** Any activity which emits foul or obnoxious odors outside the Unit or creates noise or other conditions which tend to disturb the peace or threaten the safety of the occupants of other Units or uses of the Common Area;

# Tradan Heights

1320 NORTH PORTER AVE  
NORMAN, OK 73071

TRADANHEIGHTSHOA.COM

## TRADAN HEIGHTS | WELCOMES YOU

If you have recently moved into Tradan Heights , we welcome you and I hope by now you are getting settled into your new home. This Association is committed to help protect and preserve the overall environment of the community. The responsibilities of the HOA are to collect HOA dues, pay HOA expenses, enforce HOA covenants, and to hire a landscaping company to mow and maintain the common areas in Tradan Heights .

Communication is one of the most important tools in an HOA, I would like for you to contact me at anytime with questions, comments, or concerns.

## THE WHAT, WHY, & WHO OF TRADAN HEIGHTS

**What:** Tradan Heights HOA is a not-for-profit organization that is built up of lot owners known as “members” and is put in place to protect home values as well as to enhance the look and feel of the community.

**Why:** The Association is the entity responsible for management, maintenance, operation and control of the common area “open spaces” in Tradan Heights .

The Association is also the primary entity responsible for enforcement of Tradan Heights Governing Documents. The Association shall perform its functions in accordance with

the Tradan Heights Documents and the laws of the State of Oklahoma.

**Who:** The Director of Community Operations. Within this position there are four primary scopes of work.

1. Collect HOA Dues: send out invoices and statements collecting HOA dues. This is how the HOA operates and pays for HOA expenses
2. Request and Receive HOA Landscape Bids: receive at least three competitive bids to maintain the common areas in Tradan Heights .

3. Enforce Community Covenants: a homeowner fills out a HOA violation form and sends it to the Director of Community Operations and a ticket opens to attempt to resolve the issue.
4. Review Architectural Applications: receive and review lot modifications forms from homeowners making changes to their home and or home site.

## MR. GREEN'S CONTACT

If you need any assistance or have any questions, please contact me.

Rob Green | **Director of Community Operations** | 405-520-1409 | [rgreen@ideal-homes.com](mailto:rgreen@ideal-homes.com)

## GOVERNING DOCUMENTS

If you need to a copy of the Governing Documents for Tradan Heights , please visit [tradanheightshoa.com](http://tradanheightshoa.com) or if you have any questions regarding the Governing Documents, please e-mail me at the above e-mail address.