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**Homeowners Guide**

*Covenants, by-laws, rules and regulations promote safety for community residents and visitors and*

*maintain the integrity of community aesthetics.*

**For all Emergencies call 911**

**For Law Enforcement Assistance contact the Opelika Police Department**

 **Non-Emergency Dispatch: (334) 705-5260. Phone: (334) 705-5200**

 **Secret Witness Hotline: (334) 745-8665**

**Governance Structure**

The homeowners’ association for Wyndham Gates and The Reserve at Wyndham Gates is governed by a volunteer Board of Directors in accord with three documents:

1. Covenants, Conditions and Restrictions (CCRs) – The ‘what’ document

A legally binding document that is officially recorded and filed with the State of Alabama. This document covers the obligations of the homeowners’ association to its members and its’ members to the community. Changes to covenants requires a majority vote of the membership and must be filed with the State of Alabama.

1. By-Laws – the ‘how’ document

By-Laws define the structure of the day-to-day governance of the association. Changes to covenants require a majority vote of the membership and must be filed with the State of Alabama.

1. Rules and Regulations

Rules and regulations are for all things not covered in the Covenants or the By-Laws. They are designed to be transitory in nature and revised as needed. An example would pool opening and closing dates.

Rules and regulations are adopted by the Board after a 30-day review period by Association members. Unlike CCRs and by-laws, rules and regulations should be reviewed on a regular and frequent basis to ensure they meet the evolving needs of the community.

Four Committees work on behalf of the Board to keep our community thriving. They are the Social Committee, the Safety Committee, the Pool Committee, and the Architectural Control Committee (ACC). Committee tasks and responsibilities may change with each new board of directors.

**Communication Channels**

There are no paid HOA staff nor is there an HOA brick and mortar office. Official methods for contacting officers of the HOA Board are:

Association Email address: wyndhamgates@gmail.com. (*preferred method*)

 Association Postal Address**:** WGHOA 2809 Wyndham Gate Blvd., Opelika, AL 36804.

Communication from the Board of Directors to residents will be by:

 Signage: Located by the three neighborhood entrances.

 HOA Website: [www.wghoa.us](http://www.wghoa.us)  under construction

 US Postal Service

Social Media Sites:

Wyndham Gates Neighborhood Facebook (*private administrator*)

Nextdoor App:<https://nextdoor.com/>

This link is for the official website. Once you create an account, use the Search Window to find *Wyndham Gates.*  This site is used by the HOA Board for posting announcements and isn’t regularly monitored.

**Property Management Matters**

Magnolia Realty, LLC. is our property management partner, a 24/7 service. They collect the annual fees, pay our bills, work with vendors for common property maintenance issues, address covenant violations and distribute pool access keys. Most property management business will be conducted during their business hours. Emergencies will be addressed when contacted. Contact options are:

Address**:**715 E Glenn Ave, Auburn, AL 36830

Email: nikki@magnoliarealtyllc.com

 alex@magnoliarealtyllc.com

Phone: (334) 246-0770

Website: <https://www.magnoliarealtyllc.com/residents>

Office Hours: On website



**FAQs - The Pool**

**How do I access the pool?**

An access card is issued by the Property Manager after the residence account has been created in the online portal. <https://www.magnoliarealtyllc.com/residents>

**How many pool keys will I be given?**

Each residence is given one access key. Additional keys can be purchased for $25 per key

**Can I reserve the pool for a private event?**

Yes. The covered area containing the picnic tables and the grill outside the fence are available for residents in good standing to reserve for parties or get-togethers. Contact Property Manager to make the reservation.

**What are the pool hours?**

Pool Access Hours: 7:00 a.m. – 10:00 p.m.

**What are pool regulations and courtesies?**

* Due to HOA insurance restrictions the Community Pool cannot be used for any business purpose.
* Children under 14 must be accompanied by an adult.
* To report needed repairs contact the HOA.
* The pool gate is to remain closed at all times.

 **Restrictions**

* NO GLASS CONTAINERS ALLOWED in the pool area. If broken glass is found in the pool area, the pool must be closed and drained due to health regulations. The homeowner responsible for the broken glass will be responsible for all costs associated with reopening the pool.
* No pets allowed in the pool area.
* SWIM DIAPERS are required for any infant or child not potty trained. Fecal contamination will result in pool closure while water treatment is conducted. The resident responsible for the child may be charged for the cost of cleanup.
* Only appropriate swimming attire is allowed.
* No grills inside the gated pool area.
* No smoking, vaping, or use of tobacco products inside the pool area.
* No running or dangerous play.
* No profanity or abusive language.
* No loud music.
* No skateboards, bicycles or other toys/sports equipment designed for streets or recreational areas allowed in the pool area.
* No chewing gum in the pool area.
* No loitering in bathrooms or the parking area.
* No food inside the pool.

 **Pool Courtesy**

* Pick up trash and leave the pool area clean.
* Share the pool and deck area in a responsible and neighborly way.
* Leave pool furniture on the pool deck.
* Lower the table umbrellas.

**FAQ s – General**

**What is the speed limit?** 30 mph

**Where do I find the governance documents?**

Shared Documents folder inside of property management online portal. <https://www.magnoliarealtyllc.com/residents>

**When is garbage collected?**

Garbage pick-up is Tuesday. Rubbish, trash, and garbage shall be disposed of in appropriate sealed bags and placed in proper receptacles for collection. CCR pg. 16, (i) Rubbish, Trash and Garbage

**Where are garbage receptacles to be kept on non-pickup days?**

Receptacles for collection shall be placed out of sight. On the day of the garbage collection, the receptacles shall be removed from the driveway and placed out of sight by the end of the day.

CCR pg. 16, (i) Rubbish, Trash and Garbage

**Do I have to go through the property manager to communicate with the HOA Board?**

No. The HOA Board can be contacted directly for any community governance or management issue or to make suggestions for community improvements.

**How do I report a convenance violation?**

Contact the property manager through the online portal. <https://www.magnoliarealtyllc.com/residents>

**How do I request maintenance on common property?**

Post the request inside of the property management online portal. <https://www.magnoliarealtyllc.com/residents>

**Can I drive a golfcart or other low speed vehicle in the community?**

The streets inside of Wyndham Gates and The Reserve at Wyndham Gates are public under the jurisdiction of The City of Opelika. State laws and city ordinances that apply to low-speed vehicles in the city, apply within the community.

**Where do I find the color scheme for the exterior of my home?**

Shared Documents folder inside of property management online portal. <https://www.magnoliarealtyllc.com/residents>

**What are the community amenities?**

The swimming pool and greenspace located at the intersection of Gateway Drive and Lori Lane are the only community amenities. All other land is private property.

**Common Covenant and Policy Violations**

1. **Cars parked on the street or in the yard**

The streets within the community are public streets, they do not belong to the Association. They are patrolled and maintained by the City of Opelika, AL.

Vehicles are to be parked in garages, designated parking spaces or other areas authorized in writing by the Board. Vehicles shall not be parked in such a manner as to prevent the safe flow or traffic along the public street or to prevent the safe flow of entry into or exit from any driveway. Vehicles shall not be parked in front of or block access to fire hydrants located throughout the subdivision. (CCR, pg. 15)

It shall be unlawful for any person to park any vehicle upon a street in such a manner or under such conditions as to leave less than fifteen (15) feet of the width of the roadway or hinder the free movement of vehicular traffic. It shall be unlawful for any person to park any vehicle upon a roadway that is forty (40) feet or less in width within one hundred (100) feet of a crest of a hill without the consent of the city engineer. (City of Opelika Ord. No. 117-14 & 1, 6-17-14)

1. **Trailers / Boats being parked in the driveway / in backyards.**

The streets within the community are public streets, they do not belong to the Association. They are patrolled and maintained by the City of Opelika, AL.

Boats, trailers, buses, trucks with a load capacity of one [1] ton or more or vans (excluding mini-vans and sports utility vehicles used as passenger vehicles), recreational vehicles (RVs and motorhomes), vehicles used primarily for commercial purposes and containing visible evidence of commercial use, such as tool boxes, tool racks, business decals or signs or other visible business evidence and vehicles with commercial writings on their exteriors are also prohibited from being parked on a property, except, in garages or as otherwise approved by the Board, or in the case of service vehicle, on a temporary basis during daytime business hours or during emergencies for the purpose of saving a lot. (CCR, pg. 16)

It shall be unlawful for any person to park a motor vehicle, boat, recreational vehicle, trailer or semi-trailer upon any street, alley, or public way of the city, for the purpose of storage, displaying such vehicle for sale or washing, servicing, or repairing such vehicle, except repairs necessitated by an emergency. (City of Opelika Sec. 16-363 Parking on roadway for certain purposes prohibited)

It shall be unlawful for any person to park overnight and occupy a recreational vehicle, motor home, house car, travel trailer, pickup camper, van or other motor vehicle having sleeping quarters upon any street, alley, or other public way of the city. (City of Opelika Ord. No. 117-14, & 1, 6-17-14)

1. **Building or adding a structure on the lot without the approval of the Architectural Control Committee**

Except for the Declarant (HOA Board) and as otherwise provided herein, no Owner, Occupant, or any other person may, without first obtaining written approval of the Declarant (HOA Board) or

Architectural Control Committee (ACC) erect, place, or post any object, sign, clothesline, playground equipment, light, basketball goal, trampolines, outbuildings, storm door or window, artificial vegetation, exterior sculptures, fountains, flags or other things on the exterior of the Lot, on the dwelling on the Lot, in any windows of the dwelling, or on any Common Property. (CCR, pg. 10)

1. **Painting a fence or house without getting colors approved by the Architectural Committee**

Except for the Declarant (HOA Board) and or otherwise provided herein, no Owner, Occupant, or any other person may, without first obtaining written permission of the Declarant (HOA Board) or Architectural Control Committee make any exterior change, alteration or construction on a Lot, or any alteration of the Lot which affects the exterior of the Lot. (CCR, iii pg. 10). Approved exterior home colors are found in Shared Document File <https://www.magnoliarealtyllc.com/residents>

1. **Overgrown grass and weeds in yard**

To be “neat” shall require, at a minimum that the lawn be regularly cut, and fertilized and that mulched areas be regularly re-mulched and kept weeded so that its appearance is in harmony with the neighborhood. All improved Lots must have green lawns, no gravel or similar type lawns are permitted. (CCR, pg. 16) Property maintenance guidelines are found inside of the Shared Document File <https://www.magnoliarealtyllc.com/residentsxxxx>

1. **Pet waste left on yards and sidewalks**

Feces left by pets upon any Lot or in any dwelling, including the pet owner’s lot or dwelling, must be removed promptly by the power of the pet or the person responsible for the pet. Dog waste stations are located at the pool and at the storm water detention basin on Gwynne’s Way. (CCR, Section 11, pg. 15).

1. **Loud/ Excessive Noise**

No Lot Owner or Occupant may use or allow the use of the Lot in any manner which creates noises between the hours of 11 p.m. and 7:30 a.m. which can be heard by persons in another Lot that will, in the Board’s sole discretion, unreasonable interfere with the rights, comfort or convenience of any other Owner, members of his or her family, guests, invitees, or Occupants of his or her Lot. (CCR, Section 11, pgs. 13-14)

Community courtesy is to decrease noise level after 9:00 pm. Loud music and party noise interferes with the quality of life for close neighbors.

1. **Unsightly and unkempt conditions in view of the street**

The pursuit of hobbies or other activities, including but not limited to the assembly and disassembly of motor vehicles and other mechanical devices, which may tend to cause disorderly, unsightly, or unkept conditions shall not be pursued or undertaken on any part of the Property: Clothing, bedding, rugs, mops, appliances, indoor furniture, and other household items shall not be placed or stored outside the dwelling. Only appropriate outdoor items such as neatly stacked firewood, patio furniture, grills and bicycles shall be kept only on the rear porch or rear deck serving the Lot. (CCR, pg. 16)

**Shared Documents -**  <https://www.magnoliarealtyllc.com/residents>

Covenants, Conditions, and Restrictions

By-Laws

Homeowner’s Guide

Golfcart, ATVs, and Other Low Speed Vehicles Rules and Regulations

Pet Ownership Regulations

Property Maintenance Guidelines

Approved Exterior Paint Color Pallets