

# Welcome to the Neighborhood!



You are now a homeowner in Woodhaven Estates Subdivision. The subdivision is a planned unit development, which includes an obligation to pay dues and to follow the CC&R guidelines. The dues, \$150 per year, are an essential part of maintaining our neighborhood. The CC&Rs (legal conditions, covenants and restrictions) require each homeowner or their tenants to follow. The CC&Rs have been provided to you by your Realtor and closing Title Company. You can also find the CC&R documents on the website, [www.woodhaven-estates.com](http://www.woodhaven-estates.com).

## **Frequently Asked Questions**

1. **Landscaping:** I want to redo my yard, put in a fence or deck or take out some trees, etc. What are the general rules and what do I need to do?

- The CC&Rs require that yards must be completely landscaped. They must be designed and maintained in harmony with the surrounding landscaping.
- No weeds, noxious plants or unsightly vegetation shall be planted or allowed to grow.
- All structures (patios, decks, retaining walls, sheds, etc) hedges and fences require prior approval throughout the submission using an ARC request form.
- You are required to include a copy of plans or a drawing of any proposed structure change. You will need to fill out the ARC Request Form at [www.woodhaven-estates.com](http://www.woodhaven-estates.com) and submit to the HOA for Approval **PRIOR** to any changes. Please be aware permits required by governmental agencies for structural changes are the homeowners responsibility.
- Fences may not exceed 6 feet.
- No tree over 10" in diameter shall be removed without approval of the CC&R Committee unless the tree is a hazard and in danger of falling.

- The CC&Rs spell out material requirements for siding, cement, exterior materials, fencing, etc. Please review them carefully and provide to contractors for specifics.
- Please note that plants or trees that obstruct sidewalks or street intersections are also city safety issues. Please contact the City of Salem 503-588-6211

**2. Boats, RV's, campers, trailers, etc: Where can I park these items?**

- They cannot be parked in the street or in the driveway. The above items must be parked in the garage, on a concrete pad beside the garage or at a site out of the neighborhood. In Woodhaven Estates Phases 2-5, the pad is to be screened from the view of the public. The fines for these parking violations are significant. The fine is \$500 for the first violation and will increase by \$100 every seven day period.

**3. Trash, Garbage and other Waste: What are the rules?**

- Garbage and trash containers shall be kept in sanitary containers and screened from public view. They cannot be visible from the street. Please bring waste containers from street as soon as possible after trash pickup.

**4. Animals: What are the rules?**

- Only household pets are permitted in the Woodhaven Subdivision. No chickens! Pets are not to interfere with the quiet enjoyment of the residents of the subdivision. Pets are also not to be left untended on the street or the premise of other residents in the subdivision.
- For barking dog issues, call Salem Police at 503-588-6123

**5. Exterior Painting: I want to paint/repaint my home. What do I need to do?**

- You will need to fill out the ARC Request Form at [www.woodhaven-estates.com](http://www.woodhaven-estates.com) and submit to the HOA for Approval PRIOR to painting. Please submit paint color chips of the proposed colors.
- The ARC form requires two neighbors, preferably those closest to your home and most impacted by the work being done to OK the colors and/ or work to be done.
- The CC&Rs require that the paint be in "harmony" with the "existing structures in the subdivision."
- The completed request can be emailed to the website and ALSO mailed to the P.O. Box or brought to a monthly HOA meeting.
- Please allow the volunteer Board two weeks for the approval process.

## **6. How are the HOA CC&R's enforced?**

- Woodhaven CC&R enforcement is complaint driven. If you have a complaint please submit in writing to the Board via email ([www.woodhaven-estates.com](http://www.woodhaven-estates.com)) or mail. Please come to the monthly meetings held on the 2nd Tuesday of the month to submit a complaint or concern. The Board will not act on unsigned complaints. The complaint is confidential. The Board will investigate and contact the homeowner to resolve the matter. The HOA has the authority to fine for violations and enforce the rules within their legal authority, including imposing liens.

## **7. What are HOA dues monies spent on?**

- Most importantly. ..Neighborhood Events !!
- Upgrades to the parks, dog waste bags, sprinkler system improvement
- HOA dues are spent on maintaining the common areas of the neighborhood. This includes landscaping, water, weed removal, etc. The common areas include the Entrance Monument, Burley Hill Loop Area, Girod Park and the Detention Basin on Eola Drive. The HOA dues are also spent on Insurance, Legal and Accounting Fees and taxes.

## **8. What events are planned each year?**

- We currently hold three events:
- **Woodhaven Estates Annual Garage Sale** - is usually the 3rd Saturday in June. It is well attended each year and a good chance for everyone to "take back the garage", make a little money and have fun. The Board advertises the sale in the papers and puts signs up.
- **The Easter Egg Hunt** at Girod Park is a tradition to continue. This event is held on the Saturday before Easter Sunday.
- Our biggest event is the **National Neighborhood Night Out**. This is a national event held on the 1st Tuesday in August. This is a great time to meet neighbors and help fight crime. the event features ice cream, music, games and prizes. We have visitors from the Salem Police Department and sometimes the Fire Truck visits.
- We can always use some volunteers to help with these events. The Board is also open to suggestions for new neighborhood events.

## **9. Miscellaneous**

- Contact Salem Electric for street lights that are out or flickering at 503-362-3601.

- Contact the City's Traffic Control unit by calling 503-588-6293 and leaving a detailed message to report reoccurring speeding, racing, etc. problems, the speed limit is 25 mph in the neighborhood.
- Contact the city at 503-588-6421 to report parked vehicles on the street that have not been moved for more than 5 days.
- You can also report parking violations or safety concerns by calling the Parking Services Offices of Salem at 503-588-6421. This includes non motorized vehicles parked in the street and vehicles parked on a non paved side yard and not on a driveway,
- Noise Complaints- contact Salem Police Department at 503-588-6123
- Recreational Fires - Small Fires (maximum 3' diameter by 2' in height) are allowed for entertainment purpose only. Clean-burning wood products only. No burning of yard debris is allowed.
- **Please do not dump yard debris into the Detention Basin area.**

#### **10. How do I contact or correspond with the HOA Board?**

- The mailing address is : Woodhaven Estates Homeowners Assn, P.O. Box 5946, Salem, OR 97304
- Website is **[www.woodhaven-estates.com](http://www.woodhaven-estates.com)**
- The monthly HOA meetings are held the 2nd Wednesday of the month at Myers Elementary starting 7:00 pm. (September through May) In the summer (June, July, ) the meetings are held at Girod Park.
- August is the National Night Out Celebration at Girod Park.
- The annual HOA meeting is held in January at Roth's in West Salem. At this meeting Board members are elected and the budget for the coming year is discussed. We welcome all Homeowners to attend and be an active part of the neighborhood.

#### **Concluding Thoughts**

We all want to live in a safe and happy neighborhood. In Woodhaven Estates the CC&Rs and dues help to ensure that our properties are maintained so we can maintain our property values. We also believe that the neighborhood events create a strong and safe neighborhood. Your comments, ideas and thought are always welcome.

Thank you,

Woodhaven Estates Homeowners' Association Board Members