AMESBURY WEST HOMES ASSOCIATION
Operational Information

History

Amesbury West was originally part of the 120-acre Amesbury family farm owned by William Amesbury. The farm was severely damaged by a tornado that struck Shorewood and Deephaven in 1965. Following the storm, the family sold the property to developer Jim McNulty.

In the 1970s and 1980s, McNulty developed three neighboring planned communities: Amesbury, Amesbury North, and Amesbury West. Amesbury West's mid-century modern town and courtyard homes are situated amidst a forested setting, providing privacy and natural views of woods and ponds.

The Amesbury West Homes Association (AWHA) was established in 1981 as a non-profit corporation. Homeowners residing in Amesbury West are members of the Association. AWHA is a self-managed organization governed by a volunteer Board of Directors (BOD). Board members are elected by homeowners to serve one-year terms and receive no compensation.

In addition, a volunteer Architectural/Landscaping Committee (ALC) was established to evaluate proposed modifications by property owners to structures or landscaping, thereby upholding the integrity and standards of Amesbury West.

The Amesbury West complex comprises 32 residential units, featuring both town and courtyard homes. Residences generally range from 1,500 to 4,500 square feet in size. Standard lot dimensions are approximately 90' x 56' for courtyard homes and 90' x 28' for townhouses. The specific placement of each home within its lot influences the additional available space.

General Information

This document offers an overview of the operations of the Amesbury West Homes Association (AWHA) and is intended solely for informational purposes. It does not serve as legal documentation. For comprehensive information on the topics discussed, please consult the official AWHA documents. These materials, including the Amesbury West Rules and Regulations, are available on the Association's website at www.amesburywest.org.

Amenities: The tennis/pickleball courts are available to all residents, their families, and guests. The Association is responsible for all regular maintenance, resurfacing, and fencing. **Note:** The Association does **not** share reciprocity with the swimming pool at the original Amesbury location or any other facility.

AWHA Website: Key information about the Association can be found on its website: www.amesburywest.org. Access to the Member's Section requires a password. A new owner will receive this password in a welcome letter, or the previous owner or any Board member may provide it upon request.

Architectural/Landscaping Committee (ALC): Per the deed restrictions:

> "No building, fence, wall, or other structure shall be commenced, erected, or maintained upon the properties, nor shall any exterior addition or alteration be made, until plans and specifications showing the nature, kind, shape, height, materials, and location have been submitted to and approved in writing

as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors."

Homeowners seeking to alter the exterior of their home—including landscaping—must submit a plan to the ALC. The ALC will review and provide a recommendation to the Board for final approval. The President or ALC Chair will inform the owner of the decision. Homeowners and subsequent owners are responsible for maintaining any approved structures or plantings, including those on common land. Detailed procedures and a request form are available on the AWHA Website.

Common Areas: All land surrounding each unit is common area owned by the Association for the common use and enjoyment for all the members of the Association. This area is generally maintained by the Association. However, it is expected that residents maintain the areas adjacent to their homes. In a setting such as Amesbury West, the common areas have a great deal to do with the value of the homes. Therefore, it is very important for each homeowner's interest that every effort is made to assure our common area remains attractive and well cared for within the means of the Association.

Driveways/Roadways: Each unit's driveway is located on common property. Homeowners hold an exclusive easement for use and are responsible for maintenance, including seal coating and replacement. The City of Shorewood maintains the portion of Bayswater Road with concrete curbs and gutters. The Association owns and maintains the remaining roads and parking areas.

Dues: Dues are billed semi-annually (February and August) and are payable upon receipt. Quarterly payments can be arranged by contacting the Treasurer. The dues cover various expenses, including grounds maintenance, regular trash pickup, most watering of Association property, snow removal and snow shoveling to front doors or gates, landscaping in common areas, tree trimming and removal in common areas other than the woods, maintenance of Association sprinkler systems in common areas, road repairs on the private portion of Bayswater Road, upkeep of tennis/pickleball courts, and other associated costs. **Note**: Dues **do not** include the homeowner's share of the Master Insurance Policy on AW structures that is billed separately in October or the required individual homeowner's HO-6 policy. Real estate taxes on individual units are also not included in dues.

Governing Documents: The Bylaws, Covenants, Conditions & Restrictions (CC&Rs), and Rules and Regulations detail the rights and responsibilities of both the Association and homeowners. These documents and other guidelines are available for review on the AWHA website.

Grounds Maintenance: The Association engages a service for grounds maintenance. The service performs spring and fall cleanups, fertilizer and herbicide applications, and weekly mowing. The contract also stipulates snow plowing of all non-public streets, parking lots, and driveways. Snow shoveling is provided for sidewalks, as well as a path from the patio gate to each resident's front door. The City of Shorewood removes snow from the portion of Bayswater Road that has concrete curbs and gutters.

Home Access Stairs and Pathways: Any pathways/steps that are *primarily* for the use of the homeowner are maintained by the homeowner. If multiple owners share either the stairs or pathways the cost of repair or maintenance shall be shared.

Home Maintenance: Each homeowner is responsible for the maintenance and replacement of their entire residence, as well as the adjacent common areas. This includes, but is not limited to, roofs, siding, sidewalks and courtyards, driveways, air conditioning units and pads (including the underlying structure), exterior

windows and doors, landscaping, irrigation systems, gutters, downspouts, fences, as well as certain pathways, steps, and retaining walls.

Insurance:

- **Master Insurance Policy** AWHA purchases an annual "All-In" (replacement value) policy covering all units, from exterior to interior wall surfaces. The policy year runs October 21–October 20. Homeowners are billed in October, separately from dues, based on the assessed value of their unit. The owner's share of the premium is determined by the owner's unit's proportion of the aggregate value of all structures/improvements in AWHA. This value is calculated using the most recent year's estimated value of each unit's structure/improvements as established by the Hennepin County Assessor. There is a deductible. Please check the current policy for coverage information. AWHA's insurance policy is posted on its website.

- **HO-6** personal policies typically cover an owner's personal property as well as damages not addressed under the master policy's deductibles. Please note that AW does not provide HO-6 insurance; each homeowner is responsible for securing their own individual HO-6 policy. The Board recommends that each HO-6 policy include at least $50,000 in allocated loss coverage, as well as sump pump and sewer backup protection. "Allocated Loss" coverage within the HO-6 policy offers protection against deductibles under the AW master policy. This summary is provided for informational purposes only. Please consult your insurance agent to ensure your coverage meets your specific needs.

Land Ownership: Owners hold title to the land beneath their structure's foundation; all other land belongs to the Association. Owners have exclusive easements for roof overhangs, A/C and generator pads, utilities, decks, balconies, and bay windows, etc. within common land. Please refer to the Association's Covenants, Conditions and Restrictions, Article III, Section 3e for details.

Landscaping Alterations: Owners may alter landscaping to the common area directly adjacent to their unit with ALC and BOD approval. The homeowners and subsequent occupants are responsible for maintaining these plantings. Detailed procedures and a request form are available on the AWHA Website.

Mailboxes: The Association supplies both the mailbox stands and the mailboxes themselves. All maintenance related to the mailboxes is managed by the Association.

Meetings:

- **AWHA Annual Meeting** The association holds its Annual Meeting in October. All members are notified in writing of the date, time, and location of the Annual Meeting. Members are also provided with a voting proxy to complete in the event they are unable to attend. At this meeting the Board of Directors are elected for a one-year term. A financial report covers the past year, and a budget is provided for the current year. Residents who would like an item added to the agenda for the Annual Meeting are encouraged to contact the President with their request. Board-approved annual minutes are published online and finalized in the following year, making them accessible to all owners.
- **Board of Director Meetings** The Board of Directors convenes periodically at the discretion of the President. Minutes of Board of Directors meetings are available on the AWHA Website. The date for the next BOD meeting is announced in the previous meeting's minutes. If interested in attending the upcoming meeting, please contact the Board secretary.

Painting of Homes: It is the responsibility of the individual homeowner to schedule and complete the exterior painting of the unit every seven (7) years. A schedule for painting units and guidelines is posted on the AWHA Website.

Parking: Each homeowner is granted an easement permitting the parking of one vehicle within their respective driveway. Guests may park in guest areas up to two weeks; longer stays require Board notification. The City of Shorewood parking regulations apply to units on city-owned roadways. The City of Shorewood owns and maintains the portion of Bayswater Road with concrete curbs and gutters. Please review Parking Guidelines on the AWHA Website for details.

Pets: Household pets are allowed but must be leashed outside patios. Invisible fences are not allowed. Pets must be housed indoors; outdoor runs or kennels are prohibited.

Recycling: Single-sort recycling is picked up every two weeks by the City of Shorewood. The recycling schedule is available on the City of Shorewood's website. Owners are billed quarterly for recycling on their water and sewer bills. Bins automatically transfer to the new homeowner.

Rentals: No unit rentals are allowed. Please refer to the Association's Covenants, Conditions and Restrictions, Article VIII, Section 1.

Trash: Trash is picked up once a week on Wednesdays. The City of Shorewood provides this service through Waste Management. Trash removal costs are paid by the Association and included in each owner's dues. The trash pick-up schedule is available on the City of Shorewood's website. Bins automatically transfer to the new homeowner.

Tree Trimming or Removal: The wooded areas are intended to be left in a natural state. Occasionally some trimming in the woods may be done to maintain the health of the trees or for safety reasons. The Association is responsible for removing diseased and dangerous native trees or limbs on common land. Owners are responsible for maintaining the ornamental trees and shrubs surrounding their home.

Watering Systems: The Association owns and maintains the sprinkler systems that service four sections of the common areas and is responsible for the associated water expenses. Homeowners are accountable for their individual watering systems, which includes payment of their water bills as well as the maintenance or replacement of all related sprinkler equipment. The company currently responsible for our lawn care is contracted by the association to repair or replace sprinkler heads as necessary during the growing season to ensure that our lawns receive adequate watering. In the absence of a sprinkler system, homeowners must ensure that the lawn immediately in front of and surrounding their property is properly watered. Additionally, new homeowners are required to transfer the water bill with the City of Shorewood upon taking possession of the property.

Yard waste: The disposal of yard waste is the responsibility of the homeowner generating the waste.

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