

NORTHHAMPTON  
HOMEOWNERS ASSOCIATION  
1600 N.E. Loop 410, Suite #202  
San Antonio, Texas 78209  
Office (210) 829-7202 \* Fax (210) 829-5207  
[www.ams-sa.com](http://www.ams-sa.com)

Dear Homeowner,

Prior to purchasing your home, you were informed of the Northhampton Homeowners Association and its many fine features. The Board of Directors and the Architectural Control Committee would like to provide you with more information about the Association's rules and regulations, services provided by outside agencies, utilities and phone numbers for your convenience.

Homeowners in Northhampton want to make it a better place to live and enhance long term property values. In order to do this, everyone must comply with the Declaration of Covenants, Conditions and Restrictions (DCCR's), which are provided at time of closing. Most violations occur as a result of insufficient or misinformation. The following information is provided to help clarify the requirements. If you have any questions, please call the Association office at 829-7202.

**Association:**

The Northhampton Homeowners Association is a non-profit organization. The Association owns and maintains the common properties and facilities. The common properties and facilities include, but are not limited to, public rights-of-way or easements, walls, fencing, safety lanes, green belt landscaping, sprinkler systems, and improvements.

Every homeowner is an automatic member, shares a portion of the responsibility for its support and pays mandatory assessments.

**The Northhampton Assessments are on coupon booklets with assessments being due on the 1<sup>st</sup> of each month. Please contact AMS in order to obtain a coupon booklet. 210-829-7202**

**Administration:**

The offices of the Association are located on the access road off of Loop 410 East at Harry Wurzbach. It is a two-story terra cotta colored building with "Association Management Services" on the front of it. The actual mailing address is 1600 N.E. Loop 410, Suite #202, San Antonio, Texas 78209, (829-7202). Hours of operation are: Monday through Friday, 8:00 a.m. to 6:00 p.m. ([MAP](#))

Responsibilities are to represent the Association in providing for the physical maintenance and operation of the common facilities as well as administer the services of all contractors providing

services to the Association. Additional responsibilities include collecting assessments, making disbursements, establishing the budgets, keeping financial records and to maintain all administrative records of the Association. The Association has other responsibilities, at the direction of the Board, such as assisting in architectural control.

### **Building & Improvements Approval:**

Any exterior improvements to your home or property must be approved by the Architectural Control Committee (ACC) before work can be started. It is the responsibility of each owner to submit two (2) sets of plans for any improvement to the ACC for review. Plans must be approved before construction is to start. ([Improvement Request Form](#))

"Improvement" is defined as any addition or change to the existing property. Everything is covered from additions to homes, sidewalks, fences, landscaping, pool, patios, decks, flagpoles, basketball goals or backboards, athletic equipment, radio/TV antennae, satellite dishes over one meter (39 inches), backyard sheds, gazebos, exterior colors to home, changing of windows, etc. Please submit a site drawing (showing lot, existing house and any additions, intended placement on site, list of materials, colors, screening, etc.) to the Association office.

### **Landscaping:**

It is the homeowner's responsibility to provide adequate planting and landscaping for their property. Landscaping plans must be submitted to the ACC for approval prior to commencing the work. ([Improvement Request Form](#))

### **Newspaper Delivery:**

Delivery of the San Antonio Express News is available: [Subscribe](#) / [Vacation Hold](#) / 250-2000.

### **Mail Delivery:**

Delivery is made Monday through Saturday and deposited in the cluster mail boxes. Boxes are assigned by the post office. Your zip code is 78240. [www.usps.com](http://www.usps.com)

### **Garbage Services:**

Garbage service is provided by the [City of San Antonio Solid Waste Division](#). Service will begin when electricity is turned on and is billed monthly on your CPS bill. Trash may be placed at the curb after dark the night before or by 7:00 a.m. the morning of pick up.

**Utilities:**

<a href="#">City Public Service</a> provides electric and gas -	353-2222
<a href="#">San Antonio Water</a> System provides water -	225-5222
<a href="#">AT&amp;T</a> provides telephone service -	800-464-7928
<a href="#">Time Warner Cable System</a> provides Cable service -	244-0500
<a href="#">Animal Control Department</a> -	737-1442
<a href="#">Police Department</a> - Administration Office -	207-7484
<a href="#">Fire Department</a> - Administration Office -	207-8400

**Schools:**

<a href="#">Northeast Independent School District</a> -	804-7000
Transportation - Routing -	657-8805

ALL EMERGENCY SERVICES MAY BE REACHED BY DIALING 911.

**Fire Protection:**

Fire fighting service is provided by the [San Antonio Fire Department](#). Call 9-1-1 for emergencies. Non Emergency Number - 207-7744

**Police:**

[San Antonio Police Department](#) provides public law enforcement service. Call 9-1-1 for emergencies. Non Emergency Number - 207-7484

**EMS:**

Emergency service – 911, Non Emergency - 207-7744

**Signs:**

The DCCR's prohibits all contractor and supplier signs in yards and vacant lots except those approved by the ACC. Please inform your contractor or supplier installing any improvement that temporary or permanent signs of any kind are prohibited.

**Campers, Trucks, Boats and Recreational Vehicles:**

No boat, trailer, camper body, or recreational vehicle shall be parked for storage in the driveway or front, back, or side yard of any dwelling, nor shall any such vehicle be parked for storage upon the Common Properties maintained by the Association.

**Pets:**

All household pets shall at all times, except when confined within the boundaries of a private single-family residence, be restrained or controlled by a leash, rope or similar restraint. **Please do not let your pets run loose.** No one wants their landscaping damaged nor wants to clean up after someone else's pet.

*If we can provide any additional information, please call the Association office at 829-7202.*

**Welcome to the Northhampton  
Community!**