

Village In The Woods
HOMEOWNERS ASSOCIATION, INC.

1600 N. E. Suite #202
San Antonio, Texas 78209
(866) 232-4386 TX Toll Free * (210) 829-7202 Office* (210) 829-5207 Fax
website: ams-sa.com

Dear Homeowner,

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

Homeowners in the VW Homeowners Association 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 information 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 VW 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 and shares a portion of the responsibility for its support and will pay mandatory assessments. Current Semi-annual assessments are \$100.00 billed in advance on January 1st and July 1st of each year. Total current annual assessments are \$200.00 per year.

Administration:

The office for the Association is 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. Hours of operation are: Monday through Friday, 8:00 a.m. to 6:00 p.m..

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 approval. ***Plans must be approved before construction is to start.*** The improvements request form is available to download on the AMS website at <http://www.ams-sa.com>.

"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 board, radio/TV antennae, satellite dishes, 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 foliage and landscaping for their property. Landscaping plans must be submitted to the ACC for approval prior to commencing the work.

Newspaper Delivery:

Delivery of the San Antonio Express News is available, by calling 210-225-5533 or by visiting the [website](#).

[Vacation Hold](#)

Garbage Services:

Garbage is picked up on Tuesday and Friday by the [City of San Antonio](#) (phone: 210-207-6400 or dial 311). Trash cans and bags are to be placed on the curb side **ONLY ON THE MORNINGS of pickup by 7:00 a.m.** Trash receptacles must be stored out of sight until the morning of pickup.

Trash cans must be stored out of public view until the days scheduled for collection. Firewood, building materials, equipment, etc. must also be stored out of public view. Items of this nature are best stored in your garage or behind your fence.

Recycling Service:

[Recycling](#) is picked up on Fridays by the city. Please call 311 to request a bin.

Mail Delivery:

Delivery is made Monday through Saturday and deposited in mail boxes located near your home. Boxes are assigned by the Heritage Station, located at 702 Richland Hill, please call: (800)275-8777, they serve the VW HOA. The zip code is 78250. www.usps.com

Street Lights:

You may call the Association office if your street light is out or contact CPS using their [online request form](#).

Schools District:

Northside Independent School District- 397-8500 [NISD Website](#)
Transportation routing - 397-0900

Utilities and City Services:

City Public Service provides electric and gas	353-2222	website
San Antonio Water System provides water	704-7297	Website
AT&T provides telephone service	800-464-7928	Website
Time Warner Cable System	244-0500	Website
Animal Control Department	737-1442	
Police Department - Administration Office	207-7484	
Fire Department - Administration Office	207-7744	

ALL EMERGENCY SERVICES MAY BE REACHED BY DIALING 911.

Fire Protection:

Fire fighting service is provided by the City of San Antonio (207-7744). Call 911 for emergency service.

Police:

The San Antonio Police Department provides public law enforcement service to VW HOA. That office can be contacted by calling the Prue Road Station, 694-7600. **Call 911 for emergency service.**

EMS:

Emergency service - 911
Non emergency Service - 311

Signs:

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

Speed Limits and Traffic Signs:

The speed limit in the residential areas is 30 MPH. **Please be careful of children on their bikes/scooters in the streets; particularly when school is in session and buses are loading and unloading.** As more families move into VW HOA, we must be more careful to observe the traffic rules. Please help by asking all members of your family to comply with the speed limits and STOP signs. Tell any contractor or employee working for you to observe the traffic rules, also.

Loud Noises Nuisances:

Noise Nuisances, Article III, Section 21-52, of City code applies to radios, parties, as well as machinery and equipment.

Pets:

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

City Code, Animal Nuisances, Article VI, Section 5-201, provides that it is a misdemeanor to keep "an animal that barks or whines in such a manner, with such intensity, or with such continued duration so as to annoy, distress or disturb the quiet, comfort or repose of persons of normal nervous sensibilities." Codes will be enforced by the City responding to complaints by homeowners.

***Welcome to the VW HOA (Village In The Woods)
Community!***

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