

Willson 16 Townhomes- Owners Handbook



Welcome to Willson 16!

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GENERAL INFORMATION

Management

Saddle Peak Properties is acting manager for the community. Please contact their office with any questions or concerns:

PO Box 4240 Bozeman MT 59772

406-581-0142

www.saddlepeakproperties.com

info@saddlepeakproperties.com

Dues

Association dues are \$155 per unit due every month on the 1st. These dues cover all groundskeeping, irrigation maintenance, snow removal and reserves. Prompt payment is required to ensure we can pay your vendors and keep your Association operating smoothly. Online payments can be made by visiting Saddlepeakproperties.com. Please make checks payable to Willson 16 and mailed to Saddle Peak Properties.

General Common Elements Insurance

As an owner you are responsible for all external building maintenance and insurance for your unit. The Association only covers insurance and maintenance of the common areas.

Special Assessments

While our dues remain affordable, and we try to pay for general area repairs out of the maintenance reserves, we may have special assessments to cover major costs. General common area repairs such as, but not limited to: curb and sidewalk repairs and upkeep; irrigation system maintenance; grass and sod replacement or upkeep; signage replacement; tree work (including trimming, replacement and removal); and anything else pertaining to our common areas that comes up will be paid equally by all members, not based on the square footage of your unit. The Association may levy these special assessments from time to time to cover unbudgeted expenses or expenses in excess of those budgeted. Special assessments shall be payable in such manner and at such times as determined by the Board of Directors, and may be payable in installments extending beyond the fiscal year in which the special assessment is approved.

DIVISION OF RESPONSIBILITIES

The covenants with all of these guidelines can be found at
<https://www.saddlepeakproperties.com/willson-16-townhomes.html>

Buildings: Siding, windows, doors, roofing, fencing, lighting, garages, patios, porches and decks

Association: Advise owner on design review guidelines (colors, materials, etc)

Owner: Keep areas clean, painted and in good repair

Driveways and Walkways

Association: Maintain walkways, sidewalks and curbs that are common elements. Advise owner on design review guidelines for personal walkways and driveways.

Owner: Keep personal walkways and driveways clear and in good repair.

Groundskeeping

Association: Maintain grounds including grass mowing, pest control, fertilization/weeding, replacement of trees. Pruning of shrubs and trimming trees as needed. Some owners may prefer to do their own pruning.

Owner: Clean up after your pets. Keep grounds free of clutter or debris. Report all landscaping concerns to management.

Irrigation

Association: Maintain system as needed. Start the system up in the Spring and winterize and blow out in the Fall before snow.

Owner: Allow access to irrigation techs as needed for all necessary repairs, adjustments, startups and blow outs. Panels are in each unit's garage.

Snow Removal

Association: Driveways, walkways and streets are cleared when snow is 2 inches or more. Crew will not remove snow in the driveway when a vehicle is present.

Owner: Clear walkway and driveway when snow is less than 2 inches. Make sure driveways are free of vehicles on snow removal days.

Garbage

Association: None

Owner: Arrange pickup and payments with either the city of Bozeman or Republic.

Water

Association: None

Owner: Set up account and payments with the city of Bozeman

Part-time Residents

Association: None

Owner: Recommended to maintain your thermostat at least 55 degrees to prevent frozen pipes in the winter.

Owners who rent (Short or Long Term)

Association: None

Owner: Keep contact info current with Management company. Provide all occupants with the expectations and regulations of the Association. Secure all proper permits and permissions from the City of Bozeman as applicable (short term rentals).

Miscellaneous Guidelines

1. Holiday or seasonal decorations should be put up and removed in a timely fashion.
2. Nothing shall be done or kept in any unit or the common elements which will increase the rate of insurance on the building or contents thereof, without prior written consent of the Association.
3. No junk, garbage, trash, equipment, parts, metal, lumber, debris or other waste shall be allowed on the sidewalk, entrance, or driveway of any unit.
4. Garage doors shall remain closed unless in use.
5. Please be mindful of neighbors - no nuisances. All occupants (even short term renters) are expected to follow the Bozeman ordinances in regards to parking and quiet hours (10 PM - 6 AM). We strive to be a respectful and quiet community where everyone is comfortable and welcome.

Please visit <https://www.saddlepeakproperties.com/willson-16-townhomes.html> or contact Saddle Peak Properties for more information or to get any approvals needed, thank you!

