

THTA Owner and Resident Information

Timberhill Townhouse Association # 1

3355 NW Walnut Blvd.

Corvallis, OR 97330

<http://www.thta.org>

This document provides important and useful information to prospective and current owners, and renters in our community, the Timberhill Townhouse Association (THTA). We are a community with 72 private residences. While each of our 72 townhouses is privately owned, each owner and resident must abide by the community's governing documents and procedures.

This document contains active links to the applicable documents on our website. Please email the Board at info@thta.org if you have any questions.

Governing Documents. The governing documents (Covenants, Bylaws, Rules and Regulations) are available on the [Documents](#) page of the THTA website. As an owner or renter, you are responsible for knowing and following all of the governing documents.

Parking. All resident vehicles must be parked overnight in your garage or carport. Our limited visitor parking is for short-term use, up to a maximum of three overnights per calendar month. Additional information on parking requirements can be found in Article X, Sections 6 and 10 of the [Covenants](#) and in Section 5.6 of the [Rules and Regulations](#). Parking regulations are strictly enforced and can include fines and/or towing.

Homeowners Association (HOA) Board of Directors. The all-volunteer Board meets on the third Tuesday of every month from 4:30 – 5:30pm in the clubhouse. All owners and residents are encouraged to attend. You can contact the Board at info@thta.org. All association documentation and contact information is available on the association's website.

Owner and Resident contact information. The association maintains the contact information (address, telephone and email) of all owners and renters to facilitate communication from the Board and for the distribution of the monthly minutes and financials. Please contact the Board at info@thta.org if you are new to the neighborhood or if your contact information has changed.

Neighborhoods. The Board has identified 5 neighborhoods (see [neighborhood map](#)), each with a [volunteer coordinator](#). The coordinators are available to answer questions you may have about the association's rules and procedures, and to facilitate communication between you and the Board. You can contact your coordinator by email at info@thta.org.

Monthly HOA payment. Your monthly HOA payment is due on the 1st and late if received after the 5th of each month. You are encouraged to use the automatic bill payment service provided by your bank. Please schedule the payment to be made no later than the 25th of the preceding month to ensure that it arrives no later than the 5th. You will receive a statement only if you have a balance due after the 5th of the month. There is a \$10 late fee for payments received after the 5th of the month.

Rentals. If you purchased the property with the intent of renting it out, please note that you are responsible to ensure that your tenants are following all of the governing documents for the community.

Utilities. The association provides water and [trash](#) (see link for trash pickup procedures.) Owners/residents are responsible to setup accounts for natural gas, electricity, TV, telephone and Internet as desired. Because multiple townhouses share a common water supply line, it is the responsibility of the owner to ensure that the water shutoff valve for their townhouse is located, working and accessible. Additional details can be found in Section 3.10, Water shutoff valve, of the [Rules and Regulations](#).

Maintenance. The HOA maintains all common areas (e.g. clubhouses, pool, roads), and water, sewer and drainage lines outside of your townhouse. In addition the HOA maintains the exterior painting of each townhouse as noted in the covenants. The owner is responsible for all other exterior and interior maintenance. Additional information on the delineation of responsibilities can be found in Section 17 of the [Rules and Regulations](#).

Exterior changes. Any change to the exterior of your townhouse must conform to all governing documents and must have advance approval by the Board – see Sections 2, 3, 13, 14 and 19 of the [Rules and Regulations](#). This includes the installation of satellite dishes, Section 19.

Landscaping. The HOA maintains the landscaping in all common areas. Please note that prior approval by the Landscape committee (landscape@thta.org) is required before making any change to the outside landscaping.

Homeowners Insurance. You are required to have full replacement value fire and extended coverage insurance. Please have your insurance company mail a verification of coverage certificate each year to the address at the top of this document. Additional information can be found in Article XII, Section 6 of the [Covenants](#). Make sure that you have insurance for a townhouse and not a condominium.

Pool. The pool will be open at least from Memorial Day to Labor Day. Please email pool@thta.org to obtain a pool key, \$10. Pool use and regulations can be found in Section 11 of the [Rules and Regulations](#).

THTA Wi-Fi. The HOA maintains a community Wi-Fi system for basic Internet service only, e.g. email, web surfing. You will need to obtain service from an Internet provider if you have heavier use, e.g. streaming movies. There are two transmitters at the clubhouse and one at the pool house. You will likely need to purchase a roof-mounted transceiver to obtain an adequate signal inside your home. Please email Webmaster@thta.org to learn more about the Wi-Fi system, to get the password, and to learn the advantages and cost of installing a transceiver.

Clubhouse use. The clubhouse is available for the private social use of residents. There is no charge for clubhouse use but you are expected to cleanup before leaving. Instructions are on the bulletin board in the kitchen. Clubhouse use and regulations can be found in Section 12 of the [Rules and Regulations](#). Contact information for reservations is listed under [committees](#) on the website.

[Map](#) of THTA buildings, addresses and visitor parking.