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# 2019 Windsor Mews HOA Newsletter

**Questions about HOA covenants or policies?  
Concerns about something in the community?  
Interested in getting involved?  
We're here to help!**

Visit the Windsor Mews website at [windsormews.org](http://windsormews.org) for information about the community, answers to frequently asked questions, current HOA policies, and more.

To contact the HOA Board directly, please email [hoaboard@windsormews.org](mailto:hoaboard@windsormews.org)

For legal or financial information or to review your account, access the FirstService Residential portal at [windsormews.connectresident.com](http://windsormews.connectresident.com) with your username and password.



**Questions? Comments? Contact us at [hoaboard@windsormews.org](mailto:hoaboard@windsormews.org)**

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## Roadway Resurfacing Project

As many have taken note, the roads and sidewalks of Windsor Mews are showing their age after over 20 years of service. While patching and filling, along with other routine maintenance, have helped to get the most out of the roadway surface over the years, we are now at the point where a full resurfacing is needed. While this process will be temporarily disruptive to the community, the benefits will be significant.

The process will begin with the replacing of several damaged and displaced sections of sidewalk, improving the safety and appearance of our walkways. Next, in two or three phases, all roads in the community will be milled to the foundation and replaced. A complete overhaul is the best way to prolong the life of the new roadway and prevent any issues in the near-term. While the roadway is being removed, the Board has also decided to use the opportunity to address the issue of drainage in the common area north of Tenbury by having a pipe run beneath Thornbury that will carry excess water to the storm drain.

Due to the nature of this work, temporary road closures and parking restrictions will be an unfortunate necessity of the project. Please be sure to note the timing of any closures and plan ahead to avoid the surprise of a towed or trapped vehicle. The Board is working with management at Costco and Home Depot to accommodate overflow parking during the project.

While the final schedule is still being developed, we expect that the project will be completed before September 30. Additional details will be communicated through several channels, including posted signs, the Windsor Mews website, mailed letters, and flyers posted to the mailboxes. Any schedule changes will be posted as soon as they are known.

The Board understands the disruption that this project will be causing to the community, but we're sure you'll agree that the temporary impact is worth it once the project is completed.

## First Annual Spring Cleanup

April 27th was Windsor Mews' first annual spring cleanup, and boy, was it a success! 22 volunteers from the neighborhood gathered in the tot lot on the brisk Saturday morning to start the day's activity. Coffee, orange juice, Gatorade, water, pastries, and cleaning supplies were generously donated by our retail neighbors, Home Depot and Costco. After gathering in the park and enjoying the fellowship between neighbors and soon to be friends, we all set out in different directions to sweep the neighborhood and surrounding area, scouring for trash and winter debris. We certainly did find some. At the end of

the day, we had filled 20 large trash bags and 5 paper yard waste bags. All in all, we estimate that we picked up around 250 pounds of trash..

Building on the success of this event, we are planning to continue the tradition next year, along with some smaller-scale events every three to six months .

Interested in seeing more events that bring the neighborhood closer together? Volunteer to join the Windsor Mews social committee! See page 3 for more information.

## Roof Shingle Standards

With the age of our homes now around the typical lifespan of asphalt roof shingles, many owners have started looking to replace theirs. As with all exterior modifications, a roof replacement requires an approved architectural modification form before work can begin. This application should include, at minimum, the specific manufacturer, style, and color of shingles that you will be using.

In general, the design standards are reasonably flexible when it comes to manufacturer and style, but the color must match the standard: CertainTeed Weathered Wood or GAF Royal Sovereign Weathered Gray. Both flat and architectural shingles are now allowed.

While the Board makes every effort to review and approve architectural modification forms as quickly as possible, choosing a manufacturer, style, and/or color that has not been approved previously may require additional time for verification. This process could include providing the Board with a sample of the selected shingle for comparison against the standard.

Please be aware that proceeding without an approved architectural modification form may result in the unapproved roof being logged as a covenants violation, requiring its removal and replacement with an approved color or style.

## Home Maintenance and Repair

The sun, rain, and other elements of summer turn our attention to the maintenance and general upkeep of our homes. Please take a moment to regularly inspect your home for any issues, paying attention to the following:

- Check the exterior of your home, paying particular attention to the front eaves, door frame, bump-out, and garage door.
- Check for water damage, rotting wood, and mold in the attic.
- Remember that you are responsible for trees

on your property: have a professional inspect them for disease and have them trimmed if necessary.

- Power wash the front steps, which may have accumulated layers of dirt.
- If your house needs to be painted, remember to only use the original colors per the design standards. More information and painting tips are available on the WM website.
- Decks may only be stained a natural wood color, per the design standards.

## Architectural Modifications

Remember that any exterior modifications to your home or property require the submission and approval of an architectural modification form before work can begin. The current form is available on the WM website, along with details on the information to be provided and an overview of the submission process. Please be sure to review the design standards to verify the request is compliant before submitting.

The Board recognizes the need to act quickly on architectural modification requests. Provided the information submitted is complete and accurate, the turnaround time should be quick.

## Trash & Recycling Pickup

American Disposal Services operates trash and recycling services for the neighborhood. Their website, [americandisposal.com](http://americandisposal.com), lists any service changes due to holidays, weather, or other factors and provides useful information about what can and cannot be picked up on trash day. Collection times can and do vary due to changes in routes and there is no "standard" pickup time.

All trash should be placed at the curb in a suitable trash can or recycling bin no earlier than 5pm the night before trash day. Setting plastic bags of trash out is not allowed as they are an easy target for birds and other pests.

## Friendly Reminders

### Mosquito Prevention

Mosquitoes lay their eggs in very shallow water. To prevent their spread, please empty all plastic lids, pet bowls, buckets, pails, etc. that may have filled with rainwater and ensure that any standing water is being drained properly.

### Wildlife

The trees and wooded areas that border the development also put a variety of wildlife at our doorstep. Be sure to make your surroundings animal proof by trimming weeds and tall grass and cleaning up any trash that may attract animals looking for food. Also be on the lookout for ticks which are proliferating due to the heavy rains.

### Tennis Court

The tennis court is for the personal, noncommercial use of Windsor Mews homeowners and their guests. The HOA Board recently reduced the time limit of play from 60 minutes to 30 while others are waiting to use the court. Please be sure to adhere to the posted rules and contact the HOA Board for access to the court.

### Tot Lot

Please use the Tot Lot responsibly by not leaving trash behind or littering and do not leave children unattended.

### Residents with Dogs

Please be sure to clean up after your dog. A pet cleanup station is available along the perimeter wall on Piney Branch Rd. Please note that the Tot Lot is not a pet walking area and that dogs are not allowed on the tennis court.

### Post Lamps

Post lamps provide the only street lighting and are critical for maintaining the safety and security of the community. They must be on every night and any nonfunctional units must be repaired or replaced as soon as possible.

If your lamp is not working, we recommend trying the following:

- Check the bulb(s) and try with a replacement.
- Check the GFI outlet in the garage (or master bathroom in some homes) and reset if necessary.
- Check the circuit breaker.
- Check the light sensor mounted by the garage.
- Check the light fixture for proper alignment.
- Replace the unit with the approved model (see the WM website for more information).

## Volunteer Opportunities

The HOA Board offers volunteer opportunities to get involved in the community with the Social and Covenants Committees. Please contact us if you are interested in putting in some time or ideas toward these efforts.

### Social Activities

The Windsor Mews Social Committee is a small informal team of residents who plan occasional activities for the community, such as movie nights and cookouts. These are great opportunities for the community to come together and neighbors to meet. Even if you are

unable to volunteer much time, ideas are always welcome!

### Covenants Committee

The Covenants Committee regularly inspects the community for any issues that may be in violation of the HOA covenants and posts notices to owners as needed so any small items do not escalate. The only requirement is a keen attention to detail; training will be provided. With 130 homes to review, more volunteers will mean more thorough inspections in less time.

From roof replacements to changes in landscaping, all exterior modifications require an approved architectural modification form before work can begin.