

COLONY CLUB AT DRAKE'S LANDING

Welcome Pack for New Owners

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- 2024 HOA Board of Directors
 - Jimmy Boling – President
 - Craig Carpenter – Vice President
 - Patty Moore – Secretary
 - Robert Smoot Jr – Treasurer
- Debbie Causey – Unit Owner Liaison
 - Text questions to 205.792.8994
- HOA Board contact -> **colonyclubboard@outlook.com**

Welcome to the Colony Club at Drakes Landing Community!

We are a condominium community comprised of 21 buildings, each with eight units. A building may have one-, two- or three-bedroom condominiums. For owners and our renters, we have a large pool area, complete with a whirlpool, an indoor weight room, tennis courts, outdoor cooking areas and bike racks. In addition, for our owners and their personal guests, we maintain a Clubhouse with various meeting and recreational areas, both indoor and outdoor.

We are located within five miles of the beautiful beaches of Gulf Shores, Alabama, and within ten miles of Gulf Shores State Park which has, among other amenities, miles of beautiful biking and hiking trails!

Also, within an easy drive there are countless wonderful restaurants, golf courses, shopping opportunities at locations such as the Tanger Outlet Mall. Nearby is the OWA Amusement and Entertainment Park which offers modern rides for the thrill seekers and professional music and drama entertainment for those seeking “standing ovation” performances to cap off an enjoyable late afternoon or evening! Many other amusement activities from Go Carts and miniature golf to para-sailing and serious fishing opportunities are all easily available!

And don’t forget the beautiful Gulf Shores Zoo located within a short drive or bike ride! We are quite proud of our zoo which features great animal exhibits, a variety of food selections and an amazing, beautiful carousel for the young and the not-so-young alike!

Welcome to our community at Colony Club at Drakes Landing, whether you are looking for a great vacation get away, or someplace to call “home” as many of our owners do now!

-- Board of Directors

New Owner General Information

ALL requests, queries or complaints by residents should be put in writing by emailing the Colony Club Homeowners Association. All members of the HOA residents board will be notified, and someone will contact you as soon as possible. The e-mail address is **colonyclubboard@outlook.com**

ALL owners are responsible for the content of the by-laws HOA rules and policies! There is no excuse for not being aware!

The Official USPS address for the homes in Colony Club is **6194 State Highway 59, ##** ('##' Building letter + number) Gulf Shores, AL 36542. This is the address format that is registered with the Official Database that is used by the U.S.P.S. Mail and delivery companies. Please use this format when registering your condominium ownership with the Revenue Commission (Property Tax Office).

Swimming Pool

- Code to enter gate: **6194** (Changes periodically. Email the board or contact the property manager if this code does not work.)
- The pool closes at 10 p.m.
- Children under 12 are **not** allowed in the Hot Tub.
- Minors under 14 **must always be** accompanied by an adult.
- Colony Club pool bands **MUST** be always worn when in the pool area and this is checked periodically. The HOA charges \$25 per band (a broken band can be exchanged for no cost. Pink bands are for owners only. The yellow bands are for residents or guests of owners.
- A one bedroom is entitled to 4 bands, a two bedroom to 5, a three bedroom to 6 bands **but the HOA is NOT responsible if your Seller did not provide your full quota when you purchased. If you need more or replacements, they can be purchased via the property manager or HOA board.**
- NO SMOKING in the pool area - there is a designated area in the back.
- Absolutely NO GLASS allowed in the pool area, only plastic bottles, or cans.

Exercise Room

This is for owners and renters only. The equipment should be wiped down after use, and lights and TV turned off when leaving. You **must** be 18 or above to use

the fitness center.

Clubhouse

This is for **owners** only. Schlage lock on front door – code **5423**. Owners can book the Clubhouse by emailing the HOA. A deposit of \$100 is also required and refundable if everything is left in satisfactory condition. All damages are the responsibility of the owner who set up the reservation.

Patios/Balconies

Never hang anything to dry on patios/balconies as this looks unsightly for others. Nothing is to be attached to railings or support columns. Decorations and furnishings are allowed but may not be attached by nails or screws.

Entry Gate RFID tags

Owners are provided two RFID tags for their vehicles. A gate code is also provided – investors are provided up to 10 codes for rotation with their guests. Replacement RFID tags are \$25 each.

Insurance

It is **REQUIRED** for each owner purchase and maintains an **HO6/Proof of liability (\$50,000 minimum)** insurance. Please make your insurance company aware that there is a **\$5,000** deductible per condominium for a claim on the Association's Insurance Policy. Information on the master **HO1** policy can be obtained via the Frontsteps site where information is posted. Upgrades made to the original built structure is 100% the responsibility of the unit owner for replacement/upgrade costs vs. the original developer-built cost.

Note: HO6 policy adopted March 22, 2021, by the board – see minutes.

Water supply

Every condominium has a meter in the ground outside. If your condominium is going to be unoccupied for more than a few days, please cut the supply off to prevent the risk of water damage. This is the responsibility of the owner.

Per By-laws: HOA requires to hold a key or code to your condominium to gain access in emergency. Otherwise, the owner will be responsible for any cost incurred by the police, fire dept, etc. If you change your locks, please contact the HOA, and provide a new key/code. Please advise the HOA Board of your contact details.

Rental units

Owners who intend to rent their unit **must** obtain a business license from the City of Gulf Shores, make their unit available for inspection and comply with all laws pertaining to rental property. A copy of your annual license must be sent to the HOA/Board each year. Please ensure that renters know about pool bands and not to hang pool towels or anything else on the balconies/patios. Renters are not allowed to have dogs/pets. Owners are fully responsible for actions by their renters. The community rules and regulations must be posted in all rental units by the owner. Owners are 100% responsible for reservation management and cleaning services.

Trash

A trash compactor is located near the Oak Road entrance, and everyone is responsible for proper disposal of household garbage in the compactor. Larger items require other disposal methods by the owner.

Speed Limit

The speed limit within Colony Club is always 10 mph. All parking and traffic regulations as posted by the Association or by municipal authorities shall always be obeyed. Handicap spaces may only be used by vehicles identified with handicap stickers or plates. Any vehicle in violation of any regulation may be towed at the unit owner's risk and expense.

Building Exteriors

- No changes are allowed to any exterior walls or fixtures in common areas. Front door decoration and mats are allowed. Blinds/sunscreens are permitted at owner's expense and required to have Board approval. Paint for the front door and patio doors will be provided by the Association, as well as paint for your patio floor should you wish to paint. Only paint approved by the Association is allowed.
- Storm doors (entirely owner's expense) to be either black/dark or white.
- Windows that are replaced by owners must have 'colonial grids' to match existing windows and have Board approval.
- As noted in the by-laws, planted areas added by an owner is the responsibility of the owner to maintain. If you do not want to maintain it then remove the planted area, ensure it is properly level and ensure it is properly covered in grass/sod (not weeds).

Pets

Owners are permitted **two (2) pets** per unit. Refer to the pet policy regarding breeds not allowed/permitted. **Renters and visitors are not permitted to have pets at any time.** All animal waste must be picked up, bagged, and disposed of in the waste stations provided. Dogs must always be kept on a leash when in common areas. No pet may be left on patios/balconies unattended at any time. No animals may be kept for commercial purposes. Owners who have pets that cause an ongoing nuisance will be asked to remove them. Excessive barking is not allowed. Please be considerate of your neighbor.

Additional Information

- No loitering is allowed in any common areas of buildings and property.
- In an emergency, if the unit owner is not present to permit entry and has not furnished a key/code, the Board and its agents may forcibly enter the unit without liability for damages or trespass. All reasonable care will be taken of the Unit owner's property.
- A contractor who has been authorized by the Board may enter any unit to inspect for the presence of pests and to take such measures as may be necessary at the owner's expense. All contractors are required to have the minimum insurance coverage of \$1 million – auto liability, \$1 million – general liability and a \$5 million umbrella policy with Colony Club named as additional insured.
- Nothing shall be kept or done in any unit or in the common area which will violate the Insurance Policy or the law. No unit owner, renter or guest shall at any time bring into their unit any flammable or explosive fluid. No fireworks to be discharged on the premises. No gas grills allowed period.
- The Association is not responsible for any loss or damage to private property. Unit owners will be responsible to reimburse the Association for any damage to Association property.
- No signs, notices or advertisements may be posted in windows or in Common Areas.
- No air conditioning device may be installed in any window of a unit.
- Satellite dishes are permitted if they are not attached to roof or exterior structures and are confined to within 3 ft of the building. Some are in place historically. Dish must be removed upon discontinuing service.
- The personal landscape in front of each condominium extends a maximum of 4 ft from the building. A list of suitable plants is available from the

Residents Board. Planting and regular maintenance are the owner's sole responsibility.

- If a leak or other issue causes damage to surrounding units then you are 100% responsible for the damage caused. The repairs and follow-up are solely your responsibility. Use frontsteps directory to identify and contact your neighbors or reach out to the property manager/board to obtain the necessary information.

Emergency and Other Important Numbers

- **All emergencies:** 911
- **Police:** (251) 968-2431
- **Fire:** (251)968-7422
- **Baldwin EMC (electric):** (800-837-3374)
- Internet providers **Centurylink** (866-743-9692) and **Mediacom** (855-633-4226), C-spire (coming)
- **TV/Satellite providers** for this address include Mediacom (855-277-0108) Directv (877-560-8716)
- With a north facing wall, it is also possible to pick up 30 channels with 'Freeview' transmitted from I10.

To report any issues pertaining to your condominium other than emergencies, please contact the property manager or submit a work order via frontsteps. In case of emergency, **Email: colonyclubboard@outlook.com**. The email will be forwarded to all members of the Colony Club Board, and someone will contact you. Please email the board for any of the following information: Request to be set up with a link to the owner's portal, 'FrontSteps', where you can view owner related information (by-laws, rules, financials, minutes, etc). The URL **<https://colonyclubatdrakeslanding.frontsteps.com>**.

Colony Club at Drake's Landing
Community Rules and Regulations

All owners that rent must post these Rules and Regulations visibly within their condominium unit.

- The **quiet** time is between **10 p.m. to 8 a.m.** complex-wide and is strictly enforced. Please be respectful of others.
- No articles, including beach towels, are to be shaken or hung from patio/balcony railings.
- **Pets** - Renters and visitors are not permitted to have pets at any time.
- **Swimming Pool** - Pool bands are required to be always worn by anyone over age 12 in the pool area. Minors under 14 must be accompanied by an adult. Absolutely no children under 12 allowed in hot tub. No lifeguard is on duty and all people using the swimming pool or hot tub shall do so at their own risk. Pool rules that are posted must be obeyed. Persons shall be properly attired, and no profane language or indecent behavior is allowed. No smoking in the pool area - there is a designated area outside. Absolutely NO GLASS allowed in the pool area. Parking for the pool is in front of the clubhouse. DO NOT park at B, T, or P buildings if you are not staying in those buildings.
- **Fitness Center and other amenities** - Fitness center and other amenities are for the use of owners and renters only. Equipment is used entirely at your own risk and should be wiped down after use. Turn off lights and TV when leaving. You must be 18 or above to use the fitness center.
- **The speed limit** within Colony Club is always 10 mph. All parking and traffic regulations as posted by the Association or by municipal authorities shall always be obeyed. Handicap spaces may only be used by vehicles identified with handicap stickers or plates. Any vehicle in violation of any regulation may be towed at the unit owner's risk and expense.
- **Parking areas are for automobiles, pick-up trucks, motorcycles, or golf carts only.** No trailers, boats, buses, recreational or commercial vehicles may be parked in any area. No vehicles are allowed on the grass except golf carts equipped with turf tires. No vehicle shall be parked with 'For Sale' signage. All parked vehicles must have current license plates and be in good operating condition. Vehicles are not to be washed or repaired on the premises.

- Obstruction of any sidewalk, breezeway or stairway is a violation of the fire code. No items, including bicycles, are to be stored in any stairway or walkway. Bicycle racks are provided. Owners shall provide locks and assume all responsibility.
- The Association is not responsible for any loss or damage to private property. Unit owners will be responsible to reimburse the Association for any damage to Association property.
- Open flame grills are not permitted on patios/balconies, parking lots or grassy areas. Electric grilling is permitted on patios/balconies. Charcoal grills are available and located near most buildings throughout the complex.
- All units shall be kept in a good state of repair and cleanliness. All garbage and other refuse, including cigarette butts, shall be properly secured, and deposited in the garbage compactor located at the Oak Rd. entrance. No garbage is to be left outside of doorways or in common areas. Boxes must be broken down before placing in dumpster.
- Nothing shall be kept or done in any unit or in the common area which will violate the Insurance Policy or the law. No unit owner, renter or guest shall at any time bring into their unit any flammable or explosive fluid. No fireworks to be discharged on the premises.
- Fines will be assessed to unit owners for each violation of these rules.

The Board of Directors reserves the right to alter, amend, modify, repeal or revoke these regulations. Failure to comply will result in action, up to and including fines.

Fine fee schedule

- 1st offense - \$50.00
- 2nd offense - \$100.00
- 3rd offense - \$150.00
- 4th offense - \$200.00
- 5th or more offense - \$250.00

Note – direct/on-purpose actions causing damage to the property will result in a minimum fine of \$500. In addition, the person responsible may be accountable for damage repair cost. Specific evidence of the act is required (i.e. video or multiple witnesses). A report of the incident may be filed with local law enforcement. A “warning” notice may or may not be provided.

Late fee / collection schedule

HOA Monthly Dues/Assessment payment and fines must be paid on time – late fee of \$25 plus interest of 18% (APR – 1.5% per month) will be applied to all late payments. Use of ACH is highly recommended to avoid delays in USPS or other delivery services. It is the owner's responsibility for timely delivery/receipt of payments.

- 60 days delinquent, collection notice will be sent to owner
- 90 days delinquent, HOA will file lien against property
- 120 days delinquent, HOA to start foreclosure

If the case goes to court the owner will be held liable and responsible for paying all the legal fees incurred. Additional costs may be incurred and charged due to the legal process related to collection of monies due Colony Club.

References: HOA Board approved per meeting minutes 12/15/2021, Interest Rate meeting minutes 3/4/2022 - noted/reminded in 2023.

Other fees apply for returned checks, stop payments, etc.