



# **Frequently Asked Questions**

## **1. What is the approximate annual upkeep for Abbotsford?**

*\$10,000 - \$12,000 per year (2017-2021)*

*~amount of snow removal and basin care & tree maintenance fluctuates*

## **2. How much money does the Association collect from our annual dues?**

*At the current rate of \$66.00 per homeowner, we SHOULD collect \$11,946 a year, however, not all homeowners pay promptly and collections are ALWAYS on going. We have an annual collection rate average of 90%-95%.*

## **3. Does the Association have a reserve fund?**

*Yes, we are supposed to keep at least one operating year's worth of funds in our bank account that is not to be used for current yearly operating expenses.*

## **4. What is the reserve fund for?**

*~for unexpected sudden expenses beyond the budget: tree maintenance due to storms, extensive basin maintenance, electric or signage repairs, etc.*

## **5. What exactly does my Annual Assessment pay for?**

<b>Common Area Maintenance</b> Grass Cutting (1 ½ acres) Pruning & Tree Maintenance Fertilizer & Mulch, Spring Clean up	\$4400
<b>Basin Maintenance</b>	\$500
<b>Snow Removal</b>	\$1400
<b>City Of Newark</b> Electricity for Signs Stormwater Management fees for 3 parcels of land	\$2400
<b>Liability Insurance</b>	\$1400
<b>Post Office Box Fee</b>	\$180
<b>Postage Fees (Invoices &amp; Newsletters)</b>	\$500
<b>Website &amp; Email</b>	\$270
<b>Real Estate Taxes</b>	\$50
<b>Office Supplies (paper, ink, envelopes, etc)</b>	\$100
<b>APPROXIMATE ANNUAL TOTAL</b>	<b>\$11,200+</b>

*Dues run calendar year from  
January - December*

*Invoice is mailed in Spring*

*Payments accepted:  
Credit Card/Paypal  
Check*

## 6. Why are my dues increasing for 2023?

*Subsequent events over which the Association has no control over such as mandates in required basin maintenance as directed by the City Of Newark, increased landscaping costs, increase in US postage rates, chronic late payment & delinquency of annual dues all contribute to an increase in our annual assessment.*

## 7. What is the role of the Association?

*As per the Declarations of Restrictions - "to ensure the attractiveness of Abbotsford and to provide for the maintenance of the Common Areas." and "to subject the properties to certain restrictions, easements, covenants, conditions and charges all of which are for the benefit of the property"*  
**Simply put: Maintain common areas, manage finances, enforce restrictive covenants**

## 8. What are the specific duties of the Board of Directors?

*Collect Annual Assessments*

*Establish billing procedures & collection efforts*

*Design & maintain record keeping procedures*

*Initiate past due collection procedures*

*Correspond with settlement offices when homes are sold & refinanced*

*Keep detailed records of property ownership*

*Receive Complaints, Concerns & Questions from homeowners*

*Return phone call & email correspondence*

*Offer clarity on By-Laws & Deed Restrictions*

*Disseminate Information to homeowners with regard to our By-Laws & Deed Restrictions*

*Compose newsletters & neighborhood emails*

*Maintain & update website*

*Manage Facebook page & post updates*

*Collect mail from PO Box*

*Purchase office supplies*

*Pay monthly bills & make deposits*

*Maintain Paypal account*

*File Annual Franchise Tax*

*Process Architectural Review requests*

*Hold Annual Meeting*

*Prepare agendas, host & attend Board meetings*

*Be responsive to Board emails in between meeting dates*

*Collect board nominations, prepare ballot & process board elections*

*Provide Maintenance & upkeep of the common areas*

*Secure landscaping bids*

*Contract & liaise with landscaping contractor*

*Consult with lawyers in reference to By-Laws when needed*

*Consult with The City of Newark*

*Upkeep of Abbotsford signs & lighting*

*Enforce restrictive covenants per Article XIII, Section 2 [a] as outlined in the Deed Restrictions of Article X, Section 4 [a-p]*

## 9. What are our Restrictive Covenants as outlined in the Deed Restrictions, Article X, Section 4?

- (a) **no trailer, accessory building, outbuilding, storage shed, tent, shack, barn, or other similar outbuilding**, shall be built on any Lot at any time, either of a temporary or permanent character provided, however, that this prohibiting shall not apply to shelters used by a builder during the construction of a structure, it being clearly understood that these latter temporary shelters may not, at any time, be used as residences, or permitted to remain on a Lot after completion of construction.
- (b) no antennas, satellite dishes, overhead wires including telephone, electrical, or television cable or otherwise may be constructed on any Lot or cross over any Lot. All wires not located entirely within the enclosed portion of a structure must be buried beneath the surface of the ground. The provisions of this Section 4 (b) may be waived upon the specific request of an Owner, and approved by the Declarant or the Architectural Committee.
- (c) **no yard shall be paved**, except as approved by Declarant.
- (d) **no trucks, buses, travel trailers, boat trailers, utility trailers or campers whatsoever, and no disabled vehicles of any description shall be parked on the front yard of any Lot:** except that pick-up trucks less than seven feet high and not in excess of 3/4 ton and enclosed vans less than seven feet high and not in excess of 10,000 lbs. G.V.W. are permitted. Small boats, utility trailers, campers, boat trailers, and disabled vehicles are permitted only within an enclosed garage.
- (e) **the existing slope or conformation of any Lot shall not be altered**, nor shall any structure, retaining wall, planting or other activity be constructed or taken which retards, changes or otherwise interferes with the natural flow of surface or drainage waters to the actual or threatened injury of any other Lot, or which creates erosion or sliding problems.
- (f) **natural vegetation on any Lot shall not be substantially destroyed** without written consent from the Architectural Review Committee.
- (g) **no lots shall be used or maintained as a dumping ground for rubbish.** All trash, garbage and refuse shall be stored in closed containers as inconspicuous as possible. No burning of trash, garbage, leaves and refuse shall be allowed. No materials or waste shall be so stored in such manner that they may be transferred off the Property by natural causes (wind, rain, etc.).
- (h) **no noxious or offensive activity** shall be carried on upon any Lot, nor shall anything be done thereon which may be or may become an annoyance or nuisance to the other Unit Owners. The decision as to whether any activity is noxious or offensive shall be decided exclusively by the Association in such manner as it may elect to make such decision. No Owner of any Unit shall be permitted to carry on or otherwise engage in any business activity therein.
- (i) **no signs or advertising of any nature, except for a single real estate "for sale" sign**, shall be permitted to be displayed on any Lot or Unit without prior approval of the Declarant or the Association. The foregoing provisions of this subsection shall not apply to the Declarant.
- (j) **no repairing of any motor vehicle in any portion of the Property shall be permitted.**
- (k) **no animals of any kind other than usual household pets** shall be kept or maintained on any part or portion of the Property or Lots, and no horses, cows, goats, hogs, poultry, pigeons, or similar animals shall be kept on any part or portion of the Property or Lots. Breeding of domestic animals of any kind on any part or portion of any Lot or Lots or in any building or structure thereon, is expressly prohibited. All domestic animals, when outside of its respective owner's Residential Unit, must be on a leash and otherwise comply with all local, municipal, county, and state laws and ordinances.
- (l) **no vegetable gardens shall be kept or maintained in any side or front yard areas of any Lot.**
- (m) **no swimming pools, whether above ground or in ground (excluding children's wading pools), shall be permitted without the approval of the Architectural Review Committee.**
- (n) privacy fences may be constructed along the side and the rear property lines of any Lot, provided they do not exceed height of six feet. The type of fence to be constructed will require the approval of the Architectural Review Committee.
- (o) no Unit shall be leased to more than two unrelated persons.
- (p) no Unit shall be used for any commercial activity. The foregoing provisions of this section shall not apply to the Declarant and Vendor with the exception of subparagraph (o) .

## 10. What is NOT a responsibility of the Board of Directors?

*Report emergency or non-emergency situations for individual homeowners*

*Settle disputes between neighbors*

*Report City of Newark property concerns for you*

*Enforce New Castle County or City of Newark laws & ordinances*

*Any role not specifically outlined in the By-Laws or Deed Restrictions*

*Our governing documents give the Association and Board of Directors a very specific role in our Community, please keep those terms and conditions in mind when making requests as we may not have the authority to assist you.*

## **11. Do the Board members receive any compensation for their efforts?**

*No, Board Members do not receive any compensation for volunteering, our Homeowners Association is a non-profit corporation. We hope that the Community appreciates the handful of volunteers who contribute countless hours of effort and personal time to manage your obligations under our By-Laws and Deed Restrictions. We always welcome additional participation, so please let us know if you can help your Community by volunteering for a Board of Directors position or serving on a committee.*

## **12. What are the terms and conditions that apply to ownership of property in Abbotsford?**

- ~ Act in accordance with the By-Laws of our Association*
- ~ Observe & respect all Restrictive Covenants as outlined in the Deed Restrictions*
- ~ Obey all municipal codes as outlined by the City of Newark*
- ~ Pay Annual Assessment by the due date*
- ~ Upkeep & maintenance of your home and your property, including landscaping & snow removal*
- ~ Submit all exterior changes of dwelling and property to the Architectural Review Committee for review and approval*
- ~ Vote - submit your ballot for annual board elections, and other matters as requested by the Association*
- ~ Leasing your property - any owner desiring to lease their dwelling shall include in their lease a provision obligating any prospective tenant to comply with all terms and conditions of our By-Laws and Deed Restrictions*

## **13. What land is owned by the Association?**

*Parcel 1 - Stormwater management area along Barksdale Road & front entrance sign*

*Parcel 2 - Grassy area along Tantallon Ct including Mailbox area & front entrance sign*

*Parcel 3 & 4 - Large tract of woodland & stormwater management area starting behind 405 Kinross Drive and ending at 7 Alford Ct*

*Maps can be made available*

## **14. What is the best way to contact the Board of Directors or find information about the Homeowners Association?**

*Website: [abbotsfordinfo.com](http://abbotsfordinfo.com)*

*Spring & Fall Newsletters*

*Emails (sign up through our website)*

*Facebook: [@abbotsford.newark.de](https://www.facebook.com/abbotsford.newark.de)*

*Be sure to let us know if you have any additional questions.*

*Thank you from the Board of Directors -*

*Your patience, kindness and understanding are greatly appreciated  
as we are simply volunteers & neighbors that do our best  
to respond to all of your concerns and  
to carry out all of our community's responsibilities as outlined  
in our By-Laws & Deed Restrictions.*