

Gateway Village HOA (Homeowners Association) Rules

Welcome to Gateway Village!

The Gateway Village HOA, through its Board, is empowered to enforce the covenants, restrictions and rules of the HOA. This document outlines the rules of the HOA.

The HOA Board is a group of volunteers that own property and live in Gateway Village. The HOA Board maintains the right to change these HOA rules as needed to serve the best interests of the Gateway Village community.

The HOA Board uses a management company to assist with the operation of the HOA. Property owners and residents are encouraged to contact the HOA management company to request copies of the regulating documents of Gateway Village and to ask questions or report concerns about the HOA and the rules of the HOA.

Management company contact information:

Metropolitan Property Management
Lori Covarrubias, Property Manager
Email: lori@mpmnashville.com
Phone: 615-499-4310
4521 Trousdale Dr
Nashville, TN 37204

Meetings of the HOA Board

The Gateway Village Board meets approximately monthly to review the operations of the HOA and take steps towards enhancing the value and livability of Gateway Village. Property owners and residents are permitted to attend meetings of the HOA Board and should contact the HOA management company to notify the HOA Board that they want to attend the Board Meeting.

Monthly HOA Dues and Special Assessments

Each property owner is required to pay monthly HOA dues for the operation of the association. These dues cover expenses such as landscaping, lawncare, general maintenance, repairs and insurance for the exterior of buildings, legal fees, management company fees and other costs.

In addition to monthly HOA dues, the HOA Board is authorized to require a special assessment that must be collected from the property owners to fund capital improvements or emergency expenses.

The HOA Board establishes a financial budget to determine the amount of dues for each property and special assessments if needed, and communicates this information to property owners at the annual HOA meeting. The HOA is authorized to collect dues, assess late fees for past due payments, and enforce the payment of monthly HOA dues and periodic special assessments for each property.

Exterior of Buildings

Porches, Balconies and Patios

Porches, balconies and patios must be kept safe and uncluttered and maintained in a way that adds value to the community:

- Personal Property: Play and exercise equipment, toys, gardening tools, appliances, lamps, pet houses, building materials, wood piles, or any unsightly property cannot be stored on the porch, balcony or patio of any property.
- Curtains and Drapes: Installation of curtains, drapes, tents or similar screening materials are not permitted on the outside of the porch, balcony or patio of any property.
- Lights and Decorations: Installation of seasonal lights, and decorations is permitted as long as they do not disturb neighbors or violate laws. Holiday decorations are to be removed within 30 days of the holiday.
- Signs: Each property is permitted to display one sign advertising the property for sale or for rent as long as the sign is displayed from the inside of the property. No other kinds of signs are permitted. Residents cannot install or display signs on the porch, balcony, patio or yard.
- Flags: Each property is permitted to display up to one flag not to exceed 36” in height and 60” in length; however, the flag and flag hanging device/pole must not be mounted (bolted, screwed, nailed or glued) onto porch posts, porch flooring, or exterior building walls or roof or onto the lawn surrounding the property. The HOA may require removal of any flag that creates a disruption to residents or otherwise damages the community.
- Laundry: Residents are not permitted to hang clothing, towels, rugs, or similar items on porches, balconies and patios or elsewhere on the exterior of any property.
- Grills: Open flame grilling is allowed when performed at least ten feet away from any building. Grills may not be used on porches and balconies (City of Franklin law). Grills may not be stored on porches, balconies or patios overnight.
- Flowers and Plants: Installation of potted plants and flowers is permitted on the porch, balcony or patio of any property as long as these plants enhance the appearance of the property and do not create a nuisance or concern for other residents of the community.
- Basketball Goals: No basketball goals or goal supports are allowed on any street, alley or driveway.

Property Improvements

Construction or installation of any type of structure or improvement to any property (townhome and single family home) requires prior approval from the HOA Board. Except for single family homes, the installation of fences, walls, awnings, gates, pergolas, pet containment or any other structure or remodeling of the exterior of any property is not permitted. For all properties, changes to windows, entry doors, and garage doors require prior approval of the HOA Board. For any exterior property changes (single family homes and townhomes), property owners must request and obtain written approval in advance by submitting an Architectural Request Form to the HOA Board.

Satellite Dishes and Antennae

Installation of television, radio or similar dish, tower, or antenna is not allowed on any part of the exterior of any property. Any installation must be self-contained within the inside of the property and not be visible from the street in front or back of the property.

Windows

The view from the street of interior curtains, drapes, shades, blinds and window coverings must be solid white, black or brown.

Flower Planting

The HOA maintains the plants, flowers and landscape on the exterior of each building. Owners and residents are permitted to install new plants and flowers only after receiving permission from the HOA Board. Once installed, these plants and flowers become the property of the HOA and the HOA is authorized to maintain or remove these plants as it desires, without notification to the property owner.

Trash and Recyclables

Trash must be placed in the containers provided by the City of Franklin. Trash containers must be stored in the back of each property or inside the garage. Residents may not store trash in plastic bags, boxes or crates on the outside of any building.

Parking

Enforcement of Parking Laws and Rules

Owners, residents and their guests must follow the parking laws of the City of Franklin.

See these laws on the City of Franklin website:

https://library.municode.com/tn/franklin/codes/code_of_ordinances?nodemd=PTIICOOR_TIT15MOVETRPA

Residents are encouraged to contact the City of Franklin to report violations of parking laws. The HOA is not responsible for enforcement of Franklin parking laws. The HOA may report parking concerns to property owners and to the City of Franklin and ask for enforcement of the applicable laws and rules. The HOA is authorized to request tow away of vehicles parked out of compliance with laws and HOA parking rules.

In addition to the parking laws of the City of Franklin, the HOA has additional parking rules (listed below).

Designated Parking Areas

Residents and their guest are permitted to park on the streets only in parking areas painted and designated for parking. Parking is not permitted in areas not painted for parking, including along landscape islands and alleys.

Alley Parking

Parking in alleys, including the concrete apron at the garage door, is permitted only for loading and unloading and never for more than 15 minutes in a day. Parked vehicles must not block the driveway or impede access to the driveway or garage of another resident.

Trucks, RVs, Boats, Trailers, Buses

Large trucks (16 feet or more in length), delivery vans, RVs, boats, trailers, buses and any commercial vehicle cannot be parked on the streets or driveways of the community (unless inside a closed garage), except for deliveries or for moving.

Inoperable or Unlicensed Vehicles

Non-operating or wrecked vehicles, or vehicles with no license tag or expired license tag, should be parked inside the garage and are not permitted to be parked on the street.

Sale or Repair Purposes

Parking of vehicles on the street for purposes of displaying the vehicle for sale or rent or for performing repairs and maintenance is not permitted. The HOA may hold vehicle owners responsible for the costs to repair damage to street pavement caused by oil, grease and other liquids leaking from owner or owner guests' vehicles.

Property Leasing

HOA Board Approval Required

Any lease of any residential property in the HOA requires the property owner to submit a copy of the lease to the HOA Board and receive written HOA Board approval in advance of leasing the property to non-owner occupants. Once the owner secures a tenant, the owner must report the name and contact information of the tenant to the HOA management company and the tenant is required to comply with the rules of the HOA. No rental contract may include leasing terms less than twelve (12) consecutive months. For owners in default in payment of HOA dues or special assessments, leasing of the property is prohibited until all fees are paid and current.

Twelve Month Owner Occupancy Requirement

Owner occupancy of the property for at least twelve consecutive months is required before the property may be leased to non-owner occupants. Variances require board approval.

Short-Term Rentals Prohibited

Owners are not permitted to lease any part of the property to any occupant for a term of less than six consecutive months. Short-term rentals (such as Airbnb and all similar services) are prohibited.

Pets

Control of Pets

All animals must be controlled by the owner to prevent damage or nuisance to people or property. Dogs must be walked using a leash. All animals, including cats, must be supervised and must not be allowed to run around uncontrolled. Pets are not permitted to live outside of any property and pet houses are not permitted to be stored outside or on the porch, balcony or patio of any property.

Clean-Up

Pet owners are required to use the pet waste bags and disposal cans to clean-up after your pets. Please report violations to the HOA Management Company.

Other

Home-Based Business

Unless prohibited by law, a home-based business that does not generate significant noise, odor or traffic is allowed in residential areas, but is subject to the Gateway Village Design Guidelines and any supplemental declaration and/or community guidelines. Unless the property owner has requested and received written approval from the HOA Board, the operation of a home-based business that requires frequent visits to the property by customers or that creates a disturbance or annoyance to neighbors is not permitted.

Skateboards

The City of Franklin prohibits the use of skateboards, roller skates, coasters and similar devices on any public street, roadway, alley or sidewalk. The HOA also prohibits the use of these devices on our streets, alleys, and sidewalks. Residents are encouraged to report violations or request enforcement from the City of Franklin.

Noise and Nuisance

The City of Franklin prohibits any person within the city to make or cause unreasonably loud or unnecessary noise which disturbs the peace and quiet of any neighborhood or otherwise injures or endangers the comfort, health, peace and safety of others. The HOA supports this law and expects owners and residents to respect their neighbors and control the amount of noise they generate so that they do not disturb their neighbors. Residents are encouraged to first talk with their neighbors about excessive noise and then, if necessary, report violations or request enforcement from City of Franklin.

Speed limit

Unless otherwise posted, the speed limit in Gateway Village is 15 miles per hour. Residents are encouraged to first talk with their neighbors about excessive speed, and then, if necessary, report concerns to the City of Franklin.

Maintenance and Repair Responsibilities

The HOA and property owners share responsibility for property maintenance throughout the community. The HOA is responsible for maintenance and repairs for some areas such as the exterior of buildings while the property owners are responsible for other areas such as doors and windows. Residents are encouraged to read the Gateway Village HOA Maintenance Responsibilities spreadsheet.

HOA Rules Enforcement

Reporting Violations and Concerns

Any property owner, tenant or member of the management company may report violations or concerns with HOA rules by contacting the HOA management company. The HOA will treat these reports as confidential.

HOA Procedure for Enforcement

First Notice: The HOA (through the management company) sends a written notice to the property owner explaining the rule violation and asking for owner response and, as needed, owner corrective action. A deadline for correction is established.

Second Notice: The HOA (through the management company) sends a written notice using certified mail to the property owner explaining the rule violation and asking for owner response and, as needed, owner corrective action. The HOA Board may issue a \$50 fine to the homeowner. Each day a violation exists may be deemed by the HOA Board as a separate violation.

Third Notice: The HOA (through the management company) sends a written notice using certified mail to the property owner explaining the rule violation and asking for owner response and, as needed, owner corrective action. In addition, the HOA Board asks the property owner to attend the next HOA Board meeting to explain the status of corrective action taken. The HOA Board may issue a fine up to \$200 (in addition to any previous fines authorized by the HOA Board) to the homeowner. Each day a violation exists may be deemed by the HOA Board as a separate violation.

After three notices to the property owner, the HOA Board may take the action it deems necessary, in compliance with the law, to correct the violation.