

Fall 2011

Dear South Bay Neighbor:

Welcome to our neighborhood! We hope that you enjoy your new home and neighbors. We look forward to meeting you at our South Bay Homeowners Association meetings throughout the year.

Please find the following in your welcome package:

1. Architectural Review Board and Audit Information
2. Board Members and Meeting Information
3. Covenant & Restriction Information
4. Sheriff Patrol and Neighborhood Watch Information
5. Welcome Phone list

We also invite you to visit our website at: <http://www.southbayhoa.org/> for further information and assistance. If there is anything we can do to help you please do not hesitate to contact one of us.

Again, welcome and we look forward to meeting you.

Regards,

South Bay Homeowners Board of Directors

Architectural Review Board

The Architectural Review Board (ARB) is accountable to assure that no building, wall, or structure shall be erected or maintained, nor shall any exterior addition, change or alteration be made to any previous improvement until the plans and specifications showing the nature, height, material, color and location shall have been submitted to and approved by the ARB. This approval will take in account the harmony of the external design and location in relationship to the surrounding structures and topography. The ARB has the obligation and the right to enforce their charter including the removal or correction of violations.

Listed are some of the common issues, but, to be sure, *always contact the ARB before beginning any exterior work:*

- Changing the color of the home, roof or trim.
- Changing roof or exterior materials.
- Exterior changes such as additions, pools, patios, awnings.
- Removing trees
- Removing or adding landscape other than flowerbeds.
- Adding play structures or screen rooms.
- Wall and fence construction or reconstruction.
- Driveway modifications with color or material changes.
- Lawn decorations such as statues and fountains.
- Signs, for sale or political

Please refrain from street parking, for sale vehicles, no boats visible to neighbors, no travel trailers, no trailers and put trash and refuse no more than 12 hours in advance of pickup.

Audit Committee

The audit committee **performs audits** to assure compliance to the South Bay Covenants and Restrictions and Planning Criteria. Homeowners are notified in writing of any violation. An audit report is presented to the Board. The audit committee provides recommendations to the Board for legal remedies of violations if they are not voluntarily corrected.

Fortunately, most residents strive to keep their property in conformity with the South Bay requirements. When the committee observes and documents a problem it is frequently, but not exclusively, one of the following:

- Roof and wall mildew and mold.
- Landscape appearance and maintenance.
- Boats/ trailers/RV's stored in driveways
- Garbage/yard waste stored at street, waste containers visible from street.
- Mailbox maintenance
- Street parking

If you receive an audit letter from ARB you will have 30 days to take corrective action and work out the compliance issue. Upon receiving your second notice you will have 15 days to make corrective action or make arrangements with ARB. If no progress is made the ARB issue will be turned over to our attorneys and the homeowner will be responsible for all associated cost. The ARB has the obligation and the right to enforce their charter including the removal or correction of violations.

South Bay Homeowners Association Board of Directors

President: Bert DeVillano bertdelvillano@SouthBayHOA.org

Secretary: Brigid Klima brigidklima@SouthBayHOA.org

Treasurer: Todd Ulrich toddulrich@SouthBayHOA.org

Member: Joe Blanton jblanton@SouthBayHOA.org

Member: Mike Weis mikeweis@SouthBayHOA.org

Meeting Dates

The Board of Directors and the Architectural Review Board meet monthly. The Board of Directors meeting begins at 7:00 PM and the Architectural Review Board meeting begins at 7:30 PM if required by a homeowner in advance. The meetings are usually planned for the first or second Monday of each month at the Southwest Library on Della Drive, or at St Luke's Church on Apopka –Vineland Rd.

For current month meeting times and place please visit:

http://www.southbayhoa.org/meetings_minutes/mtgs_minutes.htm

Notification for the meetings is posted 48 hours in advance at the intersection of South Bay drive and Sand Lake Road.

August 2011

Covenants and Restrictions

Your closing agent, realtor or Attorney should have provided copies and reviewed with you, the following documents prior to the purchase of your South Bay property.

- Amendment and Restatement of Articles of Incorporation of South Bay Homeowners Asscn.
- Amendment and Restatement of By-laws of South Bay Homeowners Asscn.
- Amendment and Restatement of Declaration of Covenants and Restrictions for South Bay
- Exhibit "A" Architectural Review Board Planning Criteria
- Exhibit "A" Planning Criteria amendments

As a resident of South Bay, it is important that you are aware of and understand the rules and restrictions with which you are contractually obligated to comply. These documents define the responsibilities of the Association and clearly define the responsibilities of the property owner. Of most interest to property owners are the Association's fees, the Architectural Review Board criteria and general restrictions.

The annual budget for the Homeowners Association is mailed to each property owner prior to each annual meeting. A CPA firm under contract to the Association performs all bookkeeping functions. Another CPA firm performs an independent audit annually.

The fee schedule is attached as part of this package. You will be invoiced in January and July. Occasionally, a property owner becomes delinquent in paying the fees. If the property owner has a temporary situation causing this, the Board will attempt to work with them. However the Board of Directors is responsible for collecting all outstanding balances and does so with the assistance of their legal counsel when necessary. All legal fees as well as accrued interest is also the responsibility of the property owner.

The planning criteria document is of great interest to property owners since it controls the character and appearance of the neighborhood. The Board of Directors encourages the Architectural Review Board and the Audit committee to take an active role in enforcing the planning criteria. You are encouraged to read the planning criteria and understand these rules and restrictions.

The ARB must approve *all* modifications to the exterior of your property (materials, colors, fencing, landscaping, modifications, changes, etc.). These rules protect you as a homeowner from unauthorized changes by your neighbors as well as providing standards to help assure the continued value of your property.

The Board of Directors is extremely proud of your new neighborhood and urges you to understand the rules, restrictions and planning criteria. The Board is obligated to enforce the rules and does so with monthly audits and occasional legal remedies.

If you have any questions or are concerned about an action you are about to take, or an action your neighbor may be taking you should immediately contact the homeowners association or one of the members. ***We urge you read the planning criteria and always contact the Homeowners Association prior to making changes or additions.***

All covenants and restrictions may be accessed online at our website or Orange Counties site:

<http://www.southbayhoa.org/documents/documents.htm>

August 2011

<http://www.southbayhoa.org>

SECURITY INFORMATION

The Homeowner's Association contracts with the Orange County Sheriff to have off duty Deputies randomly patrol South Bay in marked vehicles. We believe that this service along with *neighbors watching out for neighbors* [the Crime Watch Program] has made South Bay one of the safest neighborhoods in the surrounding area, according to Sheriff's department statistics.

Besides patrolling the streets and responding to emergency calls, the Deputies will perform house checks when you are away from home.

Although they do not patrol South Bay every hour of every day, they effectively supplement the coverage provided during normal patrols by the County.

These Deputies know South Bay and its residents very well. Under the command of Sergeant Brian Gibson, many of these men have patrolled South Bay for 8 or 9 years. Stop them and say hello, they are here to help us.

If you have an **emergency** dial 911

If you need to talk to a Sheriff's office for a **non-emergency** dial 407-629-8400

If you need to talk to the **South Bay Deputy** call his cell phone 407-765-0066. If the deputy is not on the property you may leave a message on this cell phone or at the Bentley Park guardhouse when you are planning to be away from home. The Deputies will pick up the message when they go on duty.

NEIGHBORHOOD WATCH

There is an active neighborhood watch program. Please contact Judy Chandler at 407-876-4981 or at 9202 Bay Hill Blvd. You may want to volunteer as a participant or add your name to the e-mail information distribution.

August 2011

FREQUENTLY CALLED NUMBERS IN SOUTH BAY AND ORANGE COUNTY

Animal Services	407-254-9140	Noise (call the Sherriff)	407-737-2400
ARB	407-876-1242	Pollution Control	407-836-1400
Audit Committee		Septic Tank – Health Dept.	
email		Inspection and Permits	407-521-2630
lisadipaula@SouthbayHOA.org		Real Estate Signs	407-402-9096
mikeweis@SouthBayHOA.org		Sign-O-Rama	407-849-2323
		316 W Colonial Dr	
		ask for AMY	
Bus System	407-841-2279	Sheriff's Office	
Child Abuse	1-800-96-ABUSE	Emergency	911
Code Enforcement	311	Non-emergency	407-737-2400
Fire and Rescue Services	911	South Bay Cell Phone	407-765-1182
Progress Energy	407-629-1010	Sidewalk repair (County)	311
Garbage Collection		South Bay Accountant	407-295-4424
Pick Up	407-836-6601		
Recycling	407-836-6601		
Junk vehicles	311	Street Lights	407-629-1010
Library	407-835-7323	Street Repair	311
Lot Clean up	311	Street Signs	311
Neighborhood		Tennis Key	
Citizen's Disputes	407-423-5732	Judy Chandler	407-876-4981
Improvement	407-836-5606	Tag Office	407-836-4145
Watch program	407-246-2369	Zoning Department	407-836-3111

August 2011