

# Shavano Ridge Homeowners Association

1600 N. E. Loop 410, Suite #202

San Antonio, Texas 78209

(210) 829-7202 - Office \* (210) 829-5207 - Fax

[Association](#)

[Management Company](#)

[Building and Improvements](#)

[Landscaping](#)

[Solicitation](#)

[Newspaper](#)

[Mail Service](#)

[Garbage Service](#)

[Utilities](#)

[Schools](#)

[Emergency, Fire, Police and EMS](#)

[Street Lights](#)

[House Numbers](#)

[Signs](#)

[Parking on the Street](#)

[Speed Limits and Traffic Signs](#)

[Basketball Backboards, Poles or Other Similar Sporting Equipment](#)

[Pets](#)

Dear Homeowner,

Welcome to the community! Prior to purchasing your home, you should have been informed of the existence of Shavano Ridge Homeowners Association and its many fine features. The Board of Directors and First Service Residential would like to provide you more information about the Association's rules and regulations, outside services provided by agencies, utilities and phone numbers for your convenience.

Homeowners in Shavano Ridge want to make it a better place to live and enhance long term property values. As a new resident and member of the association, you should have received a packet of information at closing which provides the formal documents for the community. Please review this important information carefully as it provides you details that will allow you to fully enjoy your amenities, be a good neighbor and identify in detail your responsibilities to fellow residents. If you have any questions, please call the First Service Residential Office at (210) 829-7202.

## **Association:**

Shavano Ridge Homeowners Association is a non-profit organization. The association owns and maintains the common properties and facilities. The common properties and facilities include, but are not limited to, walls and fencing, entry landscaping, monuments and irrigation systems.

Every homeowner is an automatic member and shares a portion of the responsibility for its support and will pay mandatory assessments. You will be notified by mail of the assessment each year. Assessments are billed in advance on an annual basis and due on January 1st each year.

Shavano Ridge neighborhood has a website with current information located at [www.ShavanoRidgeSA.com](http://www.ShavanoRidgeSA.com).

Board members can be contacted either by email [shavanoridgesa@gmail.com](mailto:shavanoridgesa@gmail.com) or by phone (210) 560-0397

### **First Service Residential:**

The HOA has contracted with First Service Residential to assist in the management our homeowners association.

Their Responsibilities are to represent the Association in providing for the physical maintenance and operation of the common facilities. Additional responsibilities include collecting assessments, making disbursements, establishing the budgets, keeping financial records and to maintain all administrative records of the Association. The First Service has other responsibilities as directed by the Board of Directors, such as assisting in enforcing regulations and in architectural control.

First Service Residential is located on the access road off Loop 410 at Harry Wurzbach (east of the airport exit). It is a two-story gray and red colored building with "First Service Residential" on the front of it. The actual mailing address is 1600 N. E. Loop 410, Suite 202, San Antonio, Texas 78209. Hours of operation are: Monday through Friday, 8:00 a.m. - 5:00 p.m.

### **Building & Improvements Approval:**

Any exterior improvements to your home must be approved by the Architectural Control Committee (ACC) before work can be started. It is the builder/owner's responsibility to submit plans for new construction and any improvement to the ACC for approval. Plans must be approved before construction is to start.

"Improvement" is defined as any addition or change to the existing property. This includes but it not limited to additions to homes, sidewalks, fences, pool, patios, decks, flagpoles, basketball board, athletic equipment, radio/TV antennae, satellite dishes, backyard sheds, gazebos, retaining walls, painting, roofs, etc.

Please submit two sets of the site drawing (showing lot, existing house and any additions, intended placement of new improvements, list of materials, easements, etc.) to the Association office.

### **Landscaping:**

It is the homeowner's responsibility to install and or maintain the front and side yards with grass or other ground cover exclusive of any other landscaped areas. Decorative ground cover rock in the front and side yards may not exceed ten (10%) per cent of the total area of the front and side yard.

### **Solicitation:**

Door to door solicitation is discouraged.

### **Newspaper Delivery:**

Delivery of the San Antonio Express News is available by calling (210) 250-2000.

### **Garbage Services:**

Each Homeowner is responsible for contacting the Solid Waste Management Department of the City of San Antonio at 311 or (210) 207-6428 to set up an account. Garbage is picked up on Tuesdays, Organic and Recycling on Fridays. Trash cans are to be placed on the curb side **ONLY ON THE EVENING BEFORE OR DAY** of pickup. Please do not leave trash or grass leaf cans/bags on the curb for pickup; they must be stored out of sight until the day of pickup.

### **Mail Delivery:**

Delivery is made Monday through Saturday, and deposited in mail boxes located near your home. Boxes are assigned by the mailman. The key and box number can only be obtained from the Lockhill Station, located at 12951 Huebner Rd. To set up services please call: (800) 275-8777. Your zip code is 78230.

**Utilities:**

City Public Service provides electric and gas	(210) 353-2222
San Antonio Water System provides water	(210) 704-7297
San Antonio Water System provides sewer service	(210) 704-1205
AT&T provides telephone, Dish & Uverse cable service	(800) 464-7928
Spectrum provides cable service	(210) 244-0500.
Police Department - Administrative Office	(210) 207-7484
Fire Department - Administrative Office	(210) 207-8400

**Schools:**

Northside Independent School District	(210) 706-8500
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**ALL EMERGENCY SERVICES MAY BE REACHED BY DIALING 911.**

**Fire Protection:**

Firefighting service is provided by the City of San Antonio. That office can be contacted by calling (210) 828-3939. In non-emergency situations, call (210) 492-1111.

**Police:**

The City of San Antonio Police Department provides public law enforcement service. That office can be contacted by calling (210) 220-2441.

**EMS:**

Emergency service is provided by the City of San Antonio, (210) 299-7744 or Bexar County Fire Alarm, (210) 828-3939.

**Street Lights:**

On lots with street light fixtures, it is City Public Service's duty to have the street light operating, during nighttime hours. Call the Association office at (210) 829-7202 or 311 if you notice a street light does not work.

**House Numbers:**

It is recommended that house numbers be located as close to possible to the front entry and illuminated so that the numbers can be easily read from the street at night and to aid in locating the home during emergencies.

**Signs:**

The Declaration of Covenants, Conditions and Restrictions (DCCR) prohibits all contractor and supplier signs in yards and vacant lots except those approved by the ACC. Tell your contractor or supplier installing any improvement that temporary or permanent signs of any kind are prohibited. For Lease and For Rent signs are prohibited. For sale signs are limited to one, not larger than nine (9) square feet. Yard sale signs are not allowed in either the homeowners yard nor in the common areas.

**Parking in Streets:**

Cars, trucks, boats, camping unit, trailers, vans, motor homes, etc. should not be parked on the street for more than 24 consecutive hours. It is desirable to not have any vehicles parked in the streets overnight as they impede emergency vehicles, security patrol cars, garbage trucks and similar services.

Boats, boat trailers, trailers, recreational vehicles, motor homes, inoperable vehicles, and any vehicle with

commercial advertising signs, or insignia, cannot be parked or stored in the streets, in front yards or driveways. Refer to the deeded DCCR for a listing of prohibited vehicles. Parking of contractor's trucks, machinery and equipment, if stored for long periods during or after a work project is prohibited.

If you park on the street, all vehicles should be facing the direction of traffic. We have police patrols canvassing the neighborhood and those vehicles facing the wrong direction will be ticketed.

### **Speed Limits and Traffic Signs:**

The speed limit on all streets is set by the City of San Antonio. **Please be careful of children in the streets.** We must observe the traffic rules. Please help by asking all members of your family to comply with the speed limits and the STOP signs. Tell any contractor or employee working for you to observe the traffic rules and that continued violators will be denied entrance to the development.

### **Basketball Backboards, Poles or Other Similar Sporting Equipment:**

Either of a temporary or permanent nature, the adopted standards are they shall not be placed within ten feet (10') from the front property line of any Lot or the side lot lines of corner lots without written consent of the ACC.

### **Pets:**

All household pets, except when they are confined within the boundaries of a private single-family residence, shall be restrained or controlled by a leash, rope or similar restraint or a basket, cage or other container. **Please do not let your pets run loose.** No one wants their landscape damaged nor wants to clean up after someone else's pet.

We hope that the above highlights help provide some insight and general information regarding the Shavano Ridge subdivision.