



# Shadowbrook COMMUNITY UPDATE March 2005



## Committee Volunteers

If you would be interested in serving on a committee, we would like to hear from you. Please contact [ann.morrison@libertycm.com](mailto:ann.morrison@libertycm.com) or call our office. The following committees need established:

- **Architectural Review Committee**
- **Beautification Committee**
- **Social Committee**
- **Finance committee**

## Online Payment of Dues



Need help with online payments? Log on to our website and click the "services" link on top for detailed information as well as step-by-step instructions on how to sign up.

**Please do not send any payments to the Liberty Community Management offices or to the Liberty Community Management P.O. Box anymore. ALL payments MUST be sent to the address on the following page:**

**Payment Processing Center  
P.O. Box 105007  
Atlanta, GA 30348-5007**

If you already have automated draft payments set up through your bank, please be sure to contact your bank to change the address that the payment goes to. It should be mailed to the above address.

When you go online to pay you will receive confirmation through e-mail that your payment was received. If you have any questions concerning your payments please e-mail [Julie.Morrison@libertycm.com](mailto:Julie.Morrison@libertycm.com).

## Community Standards

Regular drive-thrus are conducted in the community by Liberty community Management to insure and maintain the community standards for the community. If you wish to report issues of concern, please log on to our website, and click the "contact us" link at the bottom of the page. Then click on "Report a Violation".

The Board and many homeowners have voiced concern regarding the condition of the back patios at many of the homes in the community. Backyard areas should also be maintained to a reasonable standard. The back patios of many homes are viewable from other owners' properties or from the streets of the community. Please keep in mind that untidy back patios are detrimental to the overall appearance of the community.

## Modification Request Forms

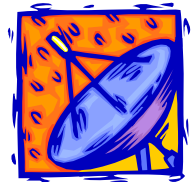


In order to maintain the community standards, all owners must submit a modification request prior to making any exterior changes to the home or property. Fines will be assessed for owners that make changes without prior written approval. Homeowners can obtain a modification request from our website by clicking on the "forms" link at the top. If you do not have access to the Internet, we can fax or mail you a modification request form.

## Trash Cans

We ask that all homeowners please **store hoses and trashcans out of view** from the community when not in use. The community appearance is important to the overall aesthetics of the community and your cooperation regarding these items will give the community a neat and tidy appearance. Items of any type should not be left in the front of units that may affect the standards or appearance of the community. Your cooperation is appreciated.

**Satellite dishes** require a prior approval (modification request form) and we are requesting that if possible all dishes be installed on the back of the homes out of view from the road.



**No colored window treatments** may be viewable from the road. All homes must have white or off-white curtains, sheers or blinds. No sheets or similar types of window treatments are acceptable.

## Pets



Please clean up after your pets! The community must police itself. Each owner is responsible for having a bag in hand to remove pet waste when their animal goes strolling in the community. Please report violators on our website.

## Parking / Vehicles

Parking commercial vehicles within the community is not allowed. Trailers, boats, RVs and similar type vehicles may not be stored or parked in the community. Parking is provided at each individual residence. If the number of vehicles you own exceeds the available spaces at your residence we ask that you respect the other members of the community and do not block their access into and out of their home.

The issue of parking is a concern in communities. Parking vehicles on the streets inside the community is addressed in the covenants. Please be considerate of your neighbors and avoid parking in the streets. Some roads are narrow and it can present a problem.



It is against the community covenants to perform maintenance on vehicles in the community. The intent of this covenant is that people should not have cars jacked up in view of the public, or do other maintenance on the vehicle that would render the car inoperable for more than a short period of time.

## Transition Issues

Any concerns regarding your community transition to HOA control or HOA controlled property should be provided to Liberty so that it may be included with the transition list given to the builder to be addressed when the time is right.

## Contacting Us

If you have any issues or opinions relating to any of the referenced items, please provide your comments to [info@libertycm.com](mailto:info@libertycm.com).

We urge homeowners to use their Community Website. You may contact us for a login and password to access your community's Website. To log in, take your Internet browser to [www.libertycm.com](http://www.libertycm.com) and click on **"log in here"** at the bottom of the page. Your community site has a community checkbook, online covenants, classifieds section, financials, community reports, HOA documents and many more community related features. You can even report violations, submit request forms, and suggest maintenance issues within your community on the website.



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