

Bavarian Forest Homeowners Association

1600 N.E. Loop 410, Suite #202
San Antonio, Texas 78209
(210) 829-7202 Office | Fax (210) 829-5207
www.ams-sa.com

Dear Homeowner,

Prior to purchasing your home, you were informed of Bavarian Forest Homeowners Association (BVHOA) and its many fine features. The Board of Directors and the Architectural Control Authorities would like to provide you more information about the Association's rules and regulations, services provided by outside agencies, utilities and phone numbers for your convenience.

Homeowners in Bavarian Forest want to make it a better place to live and enhance long-term property values. In order to do this, everyone must comply with the Declaration of Covenants, Conditions and Restrictions ([DCCR's](#)), which are provided at time of closing. Most violations occur as a result of insufficient information or misinformation. The following information is provided to help clarify the requirements. If you have any questions, please call the Association office at 210-829-7202 or visit our website at www.ams-sa.com.

Association:

The Bavarian Forest 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, public rights-of-way or easements, walls, fencing, greenbelt landscaping, sprinkler systems and improvements.

Every homeowner is an automatic member of The Bavarian Forest Homeowners Association, shares a portion of the responsibility for it's support and pays mandatory assessments.

Bavarian Forest assessments are billed annually and are due on the January first of each year. (If you do not receive a statement, your account is still due and you should make arrangements for payment.)

Administration:

The offices of the Association are located on the access road off of Loop 410 East at Harry Wurzbach. It is a two-story tan building with "Association Management Services" on the front of it. The actual mailing address is 1600 N.E. Loop 410, Suite #202, San Antonio, Texas 78209, (210-829-7202). Hours of operation are: Monday through Friday, 8:00 a.m. to 6:00 p.m. ([Map](#))

Responsibilities are to represent the Association in providing for the physical maintenance and operation of the common facilities as well as administer the services of all contractors providing services to the Association. Additional responsibilities include collecting assessments, making disbursements, establishing the budgets, keeping financial records and maintaining all administrative records of the Association. The Association has other responsibilities, at the direction of the Board, such as assisting in Architectural review.

Building & Improvements Approval:

The Architectural Control Authority (ACA) must approve any exterior improvements to your home or property before work may be started. It is the responsibility of each owner to submit plans for any improvement to the ACA for review at the time of submission of the plans. **Plans must be approved in writing prior to commencing construction.**

"Improvement" is defined as any addition or change to the existing property. Everything is covered from home additions, to sidewalks, replacement or treatment of fences, landscaping, lawn sculptures, pool, patios, decks, flagpoles, basketball goals, athletic equipment, radio/TV antennae, satellite dishes, backyard sheds, gazebos, playscapes, swing sets, exterior colors to home, changing of windows, etc.

For improvements, please submit a site drawing (showing lot, existing house and any additions, intended placement on site, list of materials, colors, screening, etc.) to the Association office along with the Improvement Request Form included in this packet. Additional copies of the form may be obtained from the Association office or downloaded from our website at www.ams-sa.com.

Pets:

All household pets shall at all times, except when they are confined within the boundaries of a private single-family residence, be restrained or controlled by a leash, rope or similar restraint and require a license from the City of San Antonio. **Do not let your pets (Cats or Dogs) run or roam free.** Please also clean up after your pet when taking them for a walk, no one wants their landscaping damaged nor wants to clean up after someone else's pet. To report violations, contact the City's Customer Service at **311**.

Utilities & Services:

CPS (City Public Service) provides electric and gas -	210-353-2222	www.citypublicservice.com
SAWS (San Antonio Water System) provides water -	210-704-7297	www.saws.org
ATT Communications provides telecom service -	210-464-7928	www.sbc.com
Time Warner Cable provides cable service -	210-244-0500	www.timewarnercable.com
Security: Brinks Home Security	210-490-9040	
City of San Antonio Customer Service -	311	www.sanantonio.gov

Streetlights:

City Public Service (CPS) maintains the streetlights. If you notice a light out, please report it to **CPS** at 210-353-2222 or call the association office at 210-829-7202 or submit a request on the city's SA Citizens Request website at www.sanantonio.gov/sacr/.

Speed Limits & Traffic Signs:

The streets are public. Traffic and pedestrian control signs and speed limits are installed and maintained by the City of San Antonio.

Newspaper Delivery:

Delivery of the San Antonio Express News is available by calling 210-250-2000. For additional information visit their website at www.mysanantonio.com/.

Mail Delivery:

Post Office 12790 FM 1560 N (Helotes)

Delivery is made Monday through Saturday and deposited in the cluster mailboxes provided by the builder. The USPS Hausman Station is your primary post office. Please call 1-(800)-275-8777 if you have delivery problems. Keys and locks associated with individual mailboxes are the responsibility of the resident upon issuance of the initial keys. Any damage or loss of keys is the sole responsibility of the homeowner. For more information visit the USPS website at www.usps.com. **Your new zip code is 78023**

Garbage Services:

Waste Management provides garbage service. Garbage is picked up on _____ and _____ – Trash cans are to be placed curbside **ONLY ON THE MORNINGS** of pickup by 7 a.m. Please do not leave trash or grass, leaf, cans/bags on the curb for pickup; they must be stored out of sight until the actual morning of pickup. For more information, call 210-648-6006.

Public Schools*:

PRE-SCHOOLS:

The Study Hall Learning Center	9480 Braun Road	210-684-4932
Children's World Learning Centers	8680 Guilbeau Road	210-522-0629
La Petite Academy	9401 Guilbeau Road	210-684-0649
Kindercare Learning Center	8980 Guilbeau Road	210-680-4077
Protégé Child Development	9314 Ryder	210-681-8350

PUBLIC SCHOOLS*:

Steubing Elementary School	11655 Braefield	210-397-4350
Stinson Middle School	13200 Sky Hawk	210-561-3600
O'Connor High School	12221 Leslie Road	210-695-4800
Northwest Vista College	3535 N. Ellison Drive	210-348-2000
Northside Independent School District (NISD)	www.nisd.net	210-397-8500

*Please check with NISD for final verification of school boundaries. Please consult your school district's main office for future plans.

University of Texas at San Antonio	6900 N. Loop 1604 W.	210-458-4011
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ALL EMERGENCY SERVICES MAY BE REACHED BY DIALING 911

Fire Protection & Rescue:

The San Antonio Fire Department provides fire fighting & rescue services. In non-emergency situations call 210-207-8492 or visit their website at www.sanantonio.gov/safd/.

Police:

The San Antonio Police Department provides public law enforcement service. In non-emergency situations call 210-207-7273 or visit their website at www.sanantonio.gov/sapd/.

DCCRs:

The above provided material is just a brief introduction to the BV HOA restricted community. Please read the complete DCCRs given to you at closing. Additional copies are available to view, save or print by following the web link below.

BV HOA Declarations and Covenants

Public users will be required to register to access the site. Registration information includes a username and password (selected by the user) and a valid email address to activate the account.

<http://www.countyclerk.bexar.landata.com/>

Articles Charter	800748583	
Bylaws	Vol. 12563	Pg 1600-1650
DCCRs	Vol. 12563	Pg 1651-1655

Welcome to Bavarian Forest!

If we may provide any additional information, please call the Association office at 210-829-7202.

City of San Antonio Animal Control

The San Antonio Animal Control Facility provides the following services to the residents of San Antonio and Bexar County:

- Pick up unwanted/stray dogs and cats
- Investigate animal bite reports (for rabies)
- Investigate animal abuse reports
- Provide dog/cat license/tags (required by law)
- Provide healthy dogs/cats for adoption
- Coordinate low cost spay neuter program (city only)
- Public education (grade schools, neighborhood associations, etc.)

The Animal Control Facility enforces the following animal codes (laws) in San Antonio and Bexar County:

- All dogs/cats must be vaccinated for rabies annually
- All dogs/cats must be restrained at all times (cats in house; dogs fenced or tied)
- Dog and cat licenses must be purchased annually (\$5.00 if spayed/neutered; \$20.00 if not spayed/neutered)
- Maximum number of pets allowed: 3 cats, 5 dogs (in San Antonio only)
- Dogs must be on a leash when taken for a walk
- Dogs must have shelter (dog house) if left outside all the time
- Animals may never be abused (no food, water, shelter, veterinary care, etc.)

Anyone caught violating these animal codes may be issued a citation by an Animal Control Officer (minimum fine of \$100.00).

Have-A-Heart animal traps are available to the public at the Animal Control Facility for a 12-day checkout period. There is no rental charge for these traps. However, a refundable cash deposit is required (\$30 - cat trap; \$75 - dog trap). These traps are the most humane way to remove stray cats/dogs from your property.

The Animal Control Facility is located in Brackenridge Park at: 210 Tuleta Drive, San Antonio, Texas 78212-3177. It is across the street from the San Antonio Zoo. Hours of operation are: 8:00 a.m. - 6:45 p.m. (Mon. - Fri.) and 11:00 p.m. - 5:00 p.m. (Sat.). Emergencies (injured animals, dog bites, etc.) may be reported after hours (any time) at: 207-8880.

Bavarian Forest Homeowners Association

Improvement Request Form
210-829-7202 Office * 210-829-5207 Fax

www.ams-sa.com

In accordance with the recorded covenants, conditions and restrictions of the Association, and in order to protect each individual lot owner's rights and values, it is required that any lot owner who is considering improvement of his deeded property to include, but not be limited to patio covers, decks, outside buildings, fencing, building add-ons, etc., submit the following to the Architectural Control Authority **prior to initiating work on the planned improvements:**

1. **Completed Improvement Request Form (Front and back).**
2. **Complete and detailed building plans and specifications, material list, and color swatches, as applicable.**
3. **A site/plot plan showing the location of the proposed improvement.**

FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS (ITEMS 1, 2, & 3) PRIOR TO CONSTRUCTION MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT. *If any change is made without approval, the Committee has the right to tell the homeowner to remove the improvement from his property.* **Any homeowner considering any exterior improvement to his property is urged to review the recorded deed restrictions prior to initial request.**

Owner Name: _____

Property Address: _____ City _____ Zip _____

Mailing Address: _____ City _____ Zip _____

Home Phone: _____ Work Phone: _____ Email address: _____

Briefly describe the improvement, which you propose: _____

Who will do the actual work on this improvement? _____

Location of improvement (check actual areas that apply):

- | | | |
|---|---|---|
| <input type="checkbox"/> Front of dwelling | <input type="checkbox"/> Back of dwelling | <input type="checkbox"/> Side of dwelling |
| <input type="checkbox"/> Roof of dwelling | <input type="checkbox"/> Garage | <input type="checkbox"/> Patio |
| <input type="checkbox"/> Other (describe) _____ | | |

Material to be used for the improvement (check applicable items):

- | | | | |
|--|---|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Brick - Color => _____ | Please include
color swatches
and/or samples. | <input type="checkbox"/> Cement | <input type="checkbox"/> Stucco |
| <input type="checkbox"/> Wood - Color => _____ | | <input type="checkbox"/> Electric | <input type="checkbox"/> Glass |
| <input type="checkbox"/> Stain - Color => _____ | | | |
| <input type="checkbox"/> Paint - Color => _____ | | | |
| <input type="checkbox"/> Siding - Wood <input type="checkbox"/> -or- Aluminum <input type="checkbox"/> | | | |
| <input type="checkbox"/> Other (explain) _____ | | | |

I understand that the Architectural Control Authority will act on this request within thirty (30) days of receipt and contact me in writing regarding their decision. I agree not to begin property improvement without written approval from the Architectural Control Authority. I understand that all construction will meet with County codes and that the Architectural Control Authority approvals do not override the County codes but rather, are intended to work with them.

Homeowner Signature _____ Date _____

Construction Start Date _____ / _____ Completion Date _____

RETURN COMPLETED FORM TO:
The Bavarian Forest Homeowners Association
Architectural Control Authority
1600 N.E. Loop 410, Suite #202
San Antonio, Texas 78209

OFFICE USE ONLY

Date: _____

Received By: _____

Forwarded To ACC: _____

Approved By ACC: _____

Denied By ACC: _____

HOMEOWNER USE**The following documents/information must be included for your improvement to be considered:**

- Completed Improvement Request Form.
- Complete and detailed building plans and specifications, material list, and color swatches, as applicable.
- Copy of survey site/plot plan (should have been provided with closing papers).
- Location of improvement on copy of site plan.

Attachments _____

Type of improvement(s)

- | | |
|--|--|
| <input type="checkbox"/> Basketball goal | <input type="checkbox"/> Pool - above ground |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Pool -in ground |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Spa/Hot tub |
| <input type="checkbox"/> Patio | <input type="checkbox"/> Room addition |
| <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Storage Building |
| <input type="checkbox"/> Play Structure | <input type="checkbox"/> Landscaping |

Recommendations: _____

FOR ACA USE ONLY

Conditional Approved: _____

Disapproved for the following reasons: _____

ACA Member Date Approved Disapproved Conditional Approved_____
ACA Member Date Approved Disapproved Conditional Approved_____
ACA Member Date Approved Disapproved Conditional Approved

