

HEARTHSTONE RANCH HOMEOWNERS ASSOCIATION, INC.

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www.ams-sa.com

Dear Homeowner,

During the home buying process, you were told about the Hearthstone Ranch Homeowners Association. On behalf of the association's Board of Directors, welcome to Hearthstone Ranch. This welcome pamphlet was developed in an effort to provide you with information you might find useful in getting settled in our new community. It will also discuss some of the key provisions of the association's by-laws and Declaration of Covenants, Conditions and Restrictions (DCCR). Prior to the closing for your home, you should have received a copy of the DCCR from your builder. It's a good idea to keep it handy as a ready reference.

Association

The Hearthstone Ranch Homeowners Association is a non-profit organization. It was created in an effort to foster a harmonious living environment while maintaining and promoting property values. The Board of Directors provides the association with leadership and a sense of direction. The Board develops the association's budget, approves and monitors expenditures on an on-going basis. Effectively managing a homeowners association is a complex endeavor. As a result, the Board has selected Association Management Services (AMS) to manage the day-to-day operation of the association.

Owning a home in Hearthstone Ranch requires membership in the association. An annual assessment is paid by each homeowner with 25% being billed quarterly. All homeowners share the responsibility for adhering to association guidelines, policies and procedures. If you haven't already done so, please take the time to read through the DCCR. It's your primary source for locating information about deed restrictions, assessments, property improvements, etc.

Association Administration

The association office is located in San Antonio on the Loop 410 south access road, just west of Harry Wurzbach. It's in a two-story terra cotta building with "Association Management Services" in large letters on the front. The letterhead on this page provides mailing address, telephone and fax numbers, as well as the AMS website. Hours of operation are 8:00 a.m. to 6:00 p.m., Monday through Friday with 24 hour answering service for emergency calls.

Garbage Services

Garbage service is provided by C6 Disposal through the [City of Helotes](#). The appropriate department can be reached by calling (210) 375-0066 or (210) 889-4611. Trash must be kept in sanitary refuse containers with tightly fitting lids. Containers and bags must be placed curb side for pickup. Trash containers and bags should be put out no earlier than the morning of scheduled pick up. They must be removed and placed out-of-sight (garage or back yard) the evening of pick up.

Mail Delivery

Your zip code is 78023. Delivery is made Monday through Saturday and deposited in a bank of mail boxes located near your home. Boxes are assigned by the [US post office](#). If you have any questions about mail delivery, you can call the Helotes Post Office at (800) 275-8777. It is located at 12790 FM 1560.

Schools

Hearthstone Ranch is located within the [Northside Independent School District](#).

Northside ISD Main Office	(210) 397-8500
NISD Police	(210) 397-5650
Transportation Office (School Buses)	(210) 397-0939
Helotes Elementary School	(210) 397-3800
Jefferson Middle School	(210) 397-3700
O'Connor High School	(210) 397-4800

Helpful Numbers

Trash/Garbage (C6 Disposal)	(210) 375-0066
Electric (City Public Service - CPS)	(210) 227-3211
Gas (Grey Forest Utilities)	(210) 695-8781
Telephone (AT&T)	(800) 256-8792
Water (San Antonio Water System - SAWS)	(210) 704-7297
Helotes Police Department (Non-Emergency)	(210) 695-3087
Helotes Fire Department (Non-Emergency)	(210) 695-3572
Cable TV (Time Warner)	(210) 244-0500
Newspaper (San Antonio Express News)	(210) 250-2000

Fire Department

Hearthstone Ranch is serviced by the Helotes Fire Department. The department is located at 12951 Bandera Road just south of FM 1560 junction. In case of emergency, call 911.

Fireworks

Fireworks represent a fire hazard as well as having the potential to seriously injure people. Helotes Code of Ordinances, Article V, Section 38-121, states "It shall be unlawful for any person to have, keep, transport, discharge or otherwise use fireworks of any kind, in any quantity, within the corporate limits of the city." A violation of the ordinance could result in a fine as high as \$200.00.

Landscape Watering

Helotes is served by the San Antonio Water System (SAWS). Under the [SAWS](#) year round water conservation rules, landscape watering by irrigation system or sprinklers can be done any day of the week

but only between the hours of 8:00 p.m. and 10:00 a.m. There is no time restriction when using a hand held hose, bucket or drip irrigation.

Building & Improvements Approval

Most of us have driven down a street and seen a yard or landscaping that just took our breath away. That can be good or bad. Beauty can take your breath away, but so can shock and awe. To guard against the “shock and awe factor,” the association’s Architectural Control Committee (ACC) was established. All plans for exterior improvements to property must be reviewed and approved by the ACC. Frequently, city permits are also required before work can be started. “Improvement” is basically defined as any addition or change to the existing property. Additions and major changes to your home and property that require prior ACC approval include, but are not limited to, the installation of sidewalks, fences, swimming pools, decks, spas and gazebos. Improvements such as additional landscaping, basketball goals, playground equipment, **fence staining** and exterior painting must also be approved **before** the project is started. In most cases, the improvement request form must be supported by a copy of the construction plans; a site drawing showing proposed location of the structure in relation to the house and lot easements; and a listing of materials by color, composition and manufacturer.

It is the homeowner's responsibility to submit an ACC Improvement Request form with supporting documents and obtain ACC approval **prior to the start** of any applicable project. A copy of the request form can be downloaded at www.ams-sa.com.

Fences

Fences must be vertical and constructed of wrought iron or wood not exceeding six feet (6’) in height. Attachments to the DCCR illustrate the type of construction permitted. Fences, walls and hedges can’t extend beyond the front wall line of the home. Wooden fences may be **stained** (not painted) to protect the wood. The **color of the stain** must be in harmony with the neighborhood and **must be approved** by the Architectural Control Committee (ACC).

Landscaping

It is the homeowner’s responsibility to provide adequate planting and landscaping for his/her property. Landscaping plans should be submitted to the ACC for approval prior to commencing the work. Landscaping your yard isn’t an inexpensive endeavor. Don’t get caught up in the tendency to purchase plants based primarily on their cost. Check to see if the plant you’re interested in can handle several hours of direct sun each day. Is it drought resistant or will it require frequent watering to stay alive? Effective landscaping does require thought and planning.

In designing your landscaping, be sure you’re in compliance with line-of-sight restrictions. Fences, walls, large rocks, hedges, and shrubs can’t be placed within ten (10) feet of the street if that object will block vision in an area two (2) to six (6) feet above the roadway. This line-of-sight area must provide for clear vision up and down the street. Trees may be placed within this area, but the foliage must be removed within the 2 feet to 6 foot area above the roadway. Decorative ground cover rock in the front and side yards cannot exceed fifteen percent (15%) of the total front and side yard area.

Basketball Goals and Play Structures

Basketball goals, trampolines and other play structures are popular items. Where they are placed has become an issue. Any such item must be approved by the ACC before being placed on a lot. Under no circumstances may these items be placed in common areas or streets within Hearthstone Ranch.

Window Treatments

Within 60 days after moving into a home, draperies or suitable window treatments must be in place on all bedroom, bathroom, living room and family room windows that face subdivision streets and common areas adjacent to the property. Window coverings visible from adjacent homes must be neutral in color or otherwise approved by the Architectural Control Committee (ACC). All external window treatments require prior approval by the ACC. Reflective coating, materials or coverings aren't acceptable.

Storage Buildings

Prefabricated buildings previously constructed elsewhere may not be placed or maintained on any lot. Storage facilities constructed on site require prior ACC approval.

Solicitation

Door to door solicitation is discouraged. If children are selling items for school, church or other organizations, parents should accompany them to better ensure their safety.

Signs in Yards

Signs in yards can easily get out-of-control. The DCCR provides guidance in this area. Contractor and supplier signs in yards and vacant lots are prohibited, except those used by the builder to advertise the property. So, if you're having blinds installed for your windows and the contractor wants to put a sign in your yard, please tell him/her that the association's rules won't allow it. Guidance can also be found in the DCCR regarding political signs.

Pets

Pet ownership carries responsibilities with it. Even after graduating from obedience training, dogs flatly refuse to clean up after themselves. So, his or her owner gets to do it. If you walk your dog, take along the items necessary to clean up any "souvenirs" he or she may leave behind. Helotes Code of Ordinances, Article II, Section 14-34 stipulates that "The owner of every animal shall be responsible for the immediate removal of any feces deposited by his animal(s) on public walks, recreation areas or private property, excluding the property of the owner." DCCR general pet guidelines:

- Limited to a total of three (3) domestic household pets.
- Must be on a leash when not in the home or within a fenced area. (Also required by Article II, Section 14-31 of Helotes Code of Ordinances)
- Enclosed or fenced pet areas must be clean, sanitary, and reasonably free of refuse, insects and waste at all times.

Antennas and Satellite Dishes

The DCCR contains detailed information on the installation of antennas and satellite dishes within the subdivision. It provides guidance on accepted types, size, and placement.

Vehicles and Parking

It is desirable that vehicles not be parked in the street overnight. Doing so could impede the movement of emergency vehicles, garbage trucks, etc. The deed restrictions place limitations on:

- Type of vehicles that can be brought into the subdivision for storage;
- Dismantling, repair, construction, reconstruction, etc. of vehicles;
- Commercial vehicles bearing commercial insignia or names; and
- Parking of boats, trailers, equipment, and machinery.

For more detailed information regarding vehicle parking and storage, check your copy of the association's Declaration of Covenants, Conditions, and Restrictions (DCCR).

Association Assessments (Dues)

The association receives its revenue for operating expenses from the homeowners. The assessments are due quarterly. January, April, July, October are the first months of each quarter. Invoices are mailed approximately two weeks before each new quarter begins. Further information regarding assessments can be found on pages 20-23 of the DCCR.

Work In Progress

From the information outlined above, it's easy to see how important it is to have a basic understanding of the Declaration of Covenants, Conditions and Restrictions (DCCR) as you get settled in your new home.

This packet certainly doesn't answer all the questions you may have. If you have suggestions as to other information that would be helpful, please let us know. We'll try to research it and revise this packet accordingly.

The success of a homeowners association is highly correlated with the positive degree of teamwork existing within it. If you'd like to volunteer to be a member of a future committee, please let us know.

Again, welcome to Hearthstone Ranch!