



Dear New Homeowner,

On behalf of the Sylvan Lea Association Board of Directors and the other homeowners of Sylvan Lea, we welcome you to our community. Over the coming months we look forward to meeting you, whether it be walking down the streets, or at a community activity.

HOA Board Responsibilities:

The operation of your homeowner's association is governed by a board of volunteer directors. The four Board members are elected on an annual basis by the community. Elections are held at the annual homeowners meeting at the end of each calendar year.

- The Board is responsible for overseeing the daily functions and financial responsibilities of the Association, and for maintaining members' compliance with the established rules and guidelines. Copies are available on the community website. All homeowners are invited to the HOA Board meetings. This meeting schedule is available on the community website homepage.

Communications:

Our community website, <https://www.sylvanlea.com> is a repository of information regarding Sylvan Lea. Please sign up to receive notifications on the community website.

- Upcoming activities and events, announcements, a community calendar, bylaws, architectural review forms, and volunteer committee information can all be found there. Please take a few minutes to visit and familiarize yourself with this resource and to get to know your community. The website provides ready answers to most of the questions homeowners have.

Requests:

As a new homeowner, you may already have some ideas on how you'd like to improve your property. Please keep in mind, the Association has an Architectural Review Committee (ARC) to help maintain the quality of our neighborhood. Its function is to evaluate the plans for all exterior landscaping, repairs, and remodeling (such as painting, decks, fences, trees and bushes, replacement roofs, etc.) in order to ensure compliance with all covenants, restrictions and guidelines. ARC email: ARC.sylvanlea@gmail.com

- The purpose of this review is to protect our scenic environment and maintain the value of our homes. Modifications to the exterior of your home and property must be submitted to the Architectural Review Committee for approval before any work begins. If work is started without prior approval, the homeowner may be required to alter or remove the changes.

Additional Key Information:

1. Sylvan Lea Community is the owner of our neighborhood roads and stormwater system.

2. The community sewer system is privately owned and located in the northeast corner of our neighborhood.
 - a. Contact Laura Novak at 941-716-4025 if you have any questions.
Sylvan Lea Utilities
P.O. Box 6935
North Port FL 34290
3. Water service is provided by Sarasota County utilities.
4. Power service is provided by FPL.
5. Xfinity is the provider for underground cable and internet services.
6. Trash and recycling are picked up by Waste Management weekly on Tuesday.
Homeowners are responsible to purchase their own trash bins.
7. HOA is responsible for the landscaping of the common areas on each street.
8. Dues are collected annually in January; check or online bill pay through our community website.

Most importantly, please obey the 12-mph speed limit and stop at all stop signs in the neighborhood. Being a good steward of our community keeps our children, families, and pets safe.

- **Tip:** Provide a heads up to any guests visiting or delivery services of the 12-mph speed limit, as our curvy roads and canopy trees often surprise drivers!

HOA Board Contact Information:

- President: president.sylvanlea@gmail.com
- Vice-President: vicepresident.sylvanlea@gmail.com
- Treasurer: treasurer.sylvanlea@gmail.com
- Secretary: secretary.sylvanlea@gmail.com

Again, welcome to the Sylvan Lea community! We know you'll find this neighborhood is a great place to live and we encourage your participation in our activities and functions.

Sincerely,

Sylvan Lea Board of Directors

Sylvan Lea Homeowners Association