



Frequently Asked Questions

Why is this development called a Conservation Community? Is there anything special about that?

In Centerville Conservation Community, "Conservation" is not just in the name of our community, it is the responsibility of all of us. The conservation areas in this community are governed by the covenants (Article II, sec. 3) as well as a county conservation easement to Leon County and to Apalachee Land Conservancy. (See the Covenants, the Land Management Plan, and the two easements on the CCC website under Documents) Centerville Conservation Community is a unique and incredible place to live. Because of these easements we have some responsibilities and challenges that most neighborhoods don't. As a Conservation Community we have over 65% of our land kept in a natural state. Also included are 2 lakes, a barn and stable, horse pastures, some 7 miles of trails, a lake house, miles of right of ways along our roads. The care of this community is a large job but one that we all benefit from. We have had incredible support from the community to make sure we succeed in this challenge. From the Land Management Committee to the members of the ACC and COA board, to the volunteers who organize great community events, neighbors work together to make it happen. Among other things, owners cannot build in the conservation areas, and we cannot dump items or remove or destroy trees, shrubs, or other vegetation in the conservation areas. There are procedures through the architectural control committee (ACC) for removing trees and making changes to landscaping. The common areas are for the enjoyment of residents, however certain activities on these protected areas are prohibited. Please review the covenants carefully and refer to the CCC policies and governing documents on our website.

Who takes care of the grounds and property?

The Land Management Committee (LMC) was formed to assist in assuring that we stay in compliance with our conservation that are part of this community. We have a Land Management Committee Chair, and a Land Manager, Rich Lettera, who oversees the needs of the common areas and property. (See the Land Management Plan.)

How do I reach the association management company with questions or issues I have?

Capital Association Management is our association management. If you have any questions or need to report an issue, please contact Capital Association Management at 850-544-2793 or info@cmgcam.com

I would like to create access to the lake behind my yard, can I mow a path?

Please **do not** mow areas that are not inside your property line. Mowing the grass and property down to the edge of our lake shores is not permitted. Also, cutting through Common Areas by owners is not permitted. Please refrain from cutting paths and from mowing areas that are not part of your property. See Article II Section 3 of the Covenants, "Conservation Areas and Protected Species." If you have a suggestion about areas in need of mowing, please contact our land manager, Rich Lettera, who will consult with the Board about the matter.



Do I need to maintain my vacant lot?

Article 5.3 of the Building Procedures states that "Vacant lots are required to be mowed at least *annually* and prior to prescribed burns to maintain consistency with the adjacent common area. This shall include the removal of secondary growth sweetgum and oak saplings with herbicide if mowing is not effective."

Can our dogs run freely in the open spaces and roads?

Article II Section 4 (d) states "free ranging dogs and cats could pose a threat to the Fox Squirrel. All dogs and cats shall be monitored by the owner and not permitted to run freely on the property."

A tree is creating a hazard to my property, can I remove it?

Tree removal or changes to landscape must be submitted to and be approved by the ACC of Centerville Community Owners Association, Inc. Please complete the "Other than New Construction application. This form along with ACC Guidelines and Design Book can be found on your AppFolio owner portal under "Shared Documents". Please submit an "Architectural Review Request" on your Owner Portal in AppFolio and attach the application. Applications must be submitted by the Friday before the meeting to be considered at the meeting. If you have any questions or concerns, please send them to info@cmgcam.com. A decision of the ACC can be appealed to the board. See also Article XI "Trees" in the covenants.

My pool contractor wants to put a sign up on my property to advertise services—is that Ok?

Unfortunately, this is not permitted per the Centerville Community Owners Association, Inc. Covenants. No more than 1 sign advertising sale of lease, or to advertise design/build services is permitted. If a lot is for sale it should have a "For Sale" sign only. Once a lot is SOLD, please remove the sign so all residents can enjoy the beauty of the Centerville Community. We realize this often falls on Realtors, Builders and other Vendors but wanted to make all the Members of the Association aware of this concern as well. See Article XIV "Signs" of the Covenants.

I have a boat (or trailer) I like to keep at home occasionally, is that OK?

Boats, trailers, motorcycles, motor homes, mobile homes, campers, vans, and recreational vehicles are prohibited from being parked on any street or Lot except within an enclosed garage or otherwise screened from view of the streets and neighboring property. The board has set a policy adopted on July 6, 2021 and posted on the CCC website under "Documents," not to send out notice of violation letters if these items are only on a lot for one night, however, if it is there longer, a notice of violation will be sent. Also, if this occurs more than two times in a thirty-day period, a notice of violation will be sent. If you are doing a renovation on your home, and a trailer or other equipment will need to be on your property, please make Management aware. (See Board policy on overnight parking in "Documents" on the CCC website as well as found under "Shared Documents" on your owner portal.) See Article XVI "Restrictions on vehicles and parking."



I am considering getting a horse for our daughter. How do I go about boarding at CCC?

The Board has developed an Equine Facility Management plan defining the scope and operations of the stable and pasture management by CCCHOA, and the duties and expectations we have of those who board horses on the property. This year, the boarding fees are \$168 per horse per month. If you would like to board a horse on the property, please see the forms on the website, and contact Management. (See the information on "Stables" on the CCC website.)

There are some burned out areas in the woods, why is that?

To maintain our open vistas reflecting the Red Hills nature of our community, we have an annual controlled burn program as part of our land management plan. These prescribed fires not only benefit the aesthetics of our neighborhood, it also limits fuel load in case of a lightning strike and it also provides better cover and forage for our wildlife neighbors. (See Land Management Plan). Also, please remove any equipment or recreational items from the common areas so as not to interfere with the efficiency of the burns.

How do I get a gate remote?

When an owner needs to purchase a new gate remote, they should contact Management by submitting a "Maintenance Request" through your owner portal with the request of a gate remote. Management will confirm receipt and contact you when it is ready for pick up at our office. Capital Association Management has a no cash policy. Management will charge your owner account with the current rate of \$29.00. The fee for the garage remote must be paid at the time of pick up.

Can I share my gate code with others?

Please be cautious about providing your gate code to services and businesses you use. The construction gate is open from 7:45 in the morning until 6 pm Monday thru Friday, and 8:45 to 6 p.m. on Saturday. The construction gate is locked on Sunday and most holidays. If someone is coming to your home to work or deliver during the hours the gate is open, please ask that they use the construction entrance. We want to avoid trailers and large trucks coming through the gates, which increases the likelihood of damage to the equipment and functioning of the gates.

I heard there is a rule related to Golf Carts here, what do I need to know?

We have lots of golf carts on the road, especially in the evenings and weekends. Please see our website under "documents", for the complete text of the golf cart policy adopted in 2017 and updated on July 18, 2023. Here are a few key provisions: **Gas golf carts are prohibited in the community by covenant (Article XVI)**, and also by the separate "Golf Cart Rules" adopted by the CCOA in 2017. Please do not drive an ATV or gas-powered golf carts or hunting buggies on our streets or conservation areas, including trails. The operation of a golf cart is "strictly prohibited" in any conservation area except on the designated trails. The areas around the lakes and the lake shore are conservation and vehicles of any type are not permitted in these areas, except for CCOA maintenance. Golf carts shall not be operated



within the neighborhood by persons that are less than 18 years old, unless under the supervision and control of a passenger in the golf cart holding a valid driver's license. Golf carts may be operated during the hours between sunset and sunrise on the roadways only, provided the golf cart is using headlights and is equipped with tail lights. Golf carts are subject to the same "rules of the road" as licensed motor vehicles. Golf carts should be operated to the far-right hand side of the road, allowing vehicles to pass safely on the left. Page | 4 The Board requires all golf carts owned by CCC residents to have a CCC issued decal affixed to the golf cart. You can obtain a decal from Management and review the golf cart rules located on the website. Please submit an email to info@cmgcam.com to request the Golf Cart Registration form and decal.

Where can I put boats and kayaks into the lakes? Are there designated areas?

Yes. The areas around the lake shores are conservation areas, and residents should not enter the lake from these areas and disturb this property with vehicles or boats. There is a launch area we created next to the dock on Lake Pisgah, closest to the parking lot which is the appropriate place to put in boats, canoes, and other permitted watercraft. There is also a stable area to put canoes, etc. in on the west end of Amber Lake near the pavilion. Please do not use any other areas around the edges of the lakes to put in boats or other recreational watercraft. Due to the lake levels, remember these are hand launch only areas. See Easements and Land Management Plan. Boats and watercraft with motors are not permitted on CCC lakes.

Can we pay dues and fees online?

Yes! Please log on to your AppFolio owner portal and you may make your online payment. Please call Management at 850.544.2793 if you need assistance with your online portal.

I'd like to install some landscape lighting and flood lights for security. Can I do that without ACC approval?

As a conservation community, lighting should be kept to low levels outlined in our guidelines. The Centerville Design Pattern Book and Guidelines state that the "intent is to produce an enticing low level throughout the community that creates a warm ambience while maintaining views of the night sky and stars." Consider how dark this area was for the wildlife before we all arrived on the scene! Please try not to keep outdoor lights on all night long and consider that light may be shining into a neighbor's home unintentionally. There are restrictions and guidelines for lighting in the CCC Design Book. (Also keep in mind that all landscape lighting must receive prior approval by the ACC before it is installed.) Here is the relevant portion of the current exterior lighting guidelines Section 4.7.2: Light sources should be placed and landscaped, if necessary, in a manner that is designed to shield them from view. Light sources should also be aimed in directions that do not project light onto adjacent properties. All light sources shall be subject to restrictions on brightness established by the ACC. In no event shall the brightness of any exterior light exceed 525 lumens, roughly the brightness produced by a 35-watt incandescent bulb or an 8-watt LED bulb. This policy applies to newly constructed homes and existing homes. Please take some time to assess your lighting and make any adjustments needed.



There is a streetlight out near my home, who do I call?

Talquin Electric makes it easy to report a streetlight outage by going to their website talquinelectric.com and scrolling down to the Light-Out section. You will need the tag number of the light pole, but these little problems can easily be resolved by this reporting. You may also submit a maintenance request to Management through your portal along with the tag number and we will submit it for you.

How do I get large items picked up to be hauled away?

Here is the information on bulk pick up or white goods for disposal. Those need to be scheduled with Waste Pro by calling 850-606-1899. You will be given a schedule date for the pick-up and instructions on when to place it at the curb. Pick-ups are usually scheduled within seven days. (We ask that you please don't put out your broken washing machine, old playground sets, etc. until close to the time of schedule pick up—it detracts from the beauty of the community and could create a hazard.)

I haven't gotten any dues assessment yet, when are these due?

Annual Fees are due in January regardless of whether you receive an invoice. If you do not see an invoice by early January, please log on to your AppFolio Owner Portal and make your payment or mail your check/money order to PO BOX 3965 Tallahassee, FL 32315. See Article IV Section 6.

I saw the Neighborhood Crime Watch Program signs, what is that about?

In 2021, we teamed up with Leon County Sheriff's Office and joined the neighborhood watch program. For more information, talk with the Chairman of our watch group, CCC Resident Robby Winchester. Currently, the Leon County Sheriff's Office performs periodic visits to the community.

I want to do some renovations. Where can my contractor set-up to do the work?

Contractors hired by owners may not use common areas, including cul de sacs, for construction storage or workstations. Aside from this not being allowed, it also leads to damage to our common areas. Please remember that common areas are for the enjoyment of all owners and cannot be utilized for personal projects. Parking is also not permitted in the cul-de-sacs or common areas. See Article 2, Section 4 (b) and Article X, "Construction Requirements."

How do I get more information about the Centerville Conservation Community?

The Centerville Conservation Community website contains useful information and documents related to our community. See Centervilleconservationhoa.org to view upcoming events, Covenants and Restrictions, easement documents related to the unique nature of this community, conservation tips and yard maintenance/best practices, as well as ACC guidelines, the process and applications for construction, additions, and landscaping changes, golf cart driving policies and more. We will continue to add information of interest and importance to you.