



Willowbrook at Meadow Woods

SEPTEMBER 2021 NEWSLETTER

417 Widening Project - Update

On pages 10-11 of this newsletter, please find an announcement from the Central Florida Expressway Authority regarding their schedule for widening the 417 from International Drive to Narcoossee Road. The project has several phases that will impact our area. You may also visit the following website for additional information regarding this project from the Central Florida Expressway Authority:

[State Road 417 Corridor Widening from International Drive to State Road 528 | Central Florida Expressway Authority \(cfxway.com\).](http://www.cfxway.com)

Parking Regulations - No Parking on the Grass

The Board would like to remind all residents regarding the parking regulations for our community. According to the Association's documents in Article VIII, Section 19, **parking on lawns is prohibited**. The Board requests that all residents follow these regulations by parking in your garage or driveway. Thank you for your cooperation and assistance with this matter.

Annual/Budget Meetings

Please be advised that the Board will hold their Annual and Budget meetings on **Wednesday, October 27th at 7:00 PM.**

Please direct all concerns to the management company. For ARB requests, please go to the Association's website, www.willowbrookatmeadowwoods.com. Click on "Resident Services" then "Online Forms." Fill out and submit the form prior to making any exterior modifications to your home.

COMMUNITY MANAGER

William Carey Webb, LCAM
info@dwdpm.com
 407.251.2200 phone
 800.759.1820 fax
 DWD Professional Management, LLC
 9419 Tradeport Drive
 Orlando, FL 32827

Board of Directors

President: Chris Wardwell
Treasurer/Secretary: Jarin Trombley
Director: James Steele

Reporting Street Light Outages

If you notice a street light out on your street, please call Duke Energy at 407-629-1010 to report the street name or section where the light is located. You may also visit the following website to report the outage: <https://www.duke-energy.com/customer-service/request-light-repair>. Please contact the management office if you need assistance or if you have any questions.

COVID-19 Procedures - DWD Professional Management Office

Based on the new CDC guidelines that were recently issued, the management office will follow new procedures based on this new guidance at the local, state, and federal levels. Appointments are no longer required to visit the office. **Therefore, the lobby is open from 9 AM – 5 PM Monday through Friday for walk-ins.** You may still contact our office to make an appointment if you would prefer. However, it will no longer be required.

We will require that all visitors and staff wear face masks while inside the management office and that proper social distancing is followed. We also still encourage residents to conduct business online using the resident portal or on the phone as much as possible.

Please be advised that for the time being, all Board meetings will continue to be held via teleconference or videoconference.

We greatly appreciate everyone's cooperation and understanding during this last year. This has been a difficult time for everyone, and we look forward to better times for us all in the coming months.

We will continue to monitor the situation at the local, state, and federal level and will provide updates to you as needed. We encourage all of our residents to follow the recommendations from the Center for Disease Control (CDC) and the Florida Department of Health regarding COVID-19 in order to limit the spread of the disease and to keep your family and neighbors safe.

Please use the following links to the websites for the CDC and the Florida Department of Health.

Center for Disease Control: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Florida Department of Health: <http://www.floridahealth.gov/> or call the COVID-19 Hotline if you have questions at 866-779-6121.

If you have any questions or concerns, please contact our office by phone at 407-251-2200 or by email at info@dwdpm.com. Take care, and stay safe.

Hurricane Season

Hurricane season began on Tuesday, June 1st and will continue through the end of November. The National Oceanic and Atmospheric Administration is predicting another busy season this year with between 13 to 20 named storms (winds 39 mph or higher) of which 6-10 may become hurricanes (winds 74 mph or higher). Therefore, please take the time now to prepare your home and your family for hurricane season. Please see the pages below for additional information about hurricane preparedness provided by HIG Insurance. The Florida

Attorney General also issued a hurricane guide for all Florida residents. Please use the following link to access this information: <http://www.myfloridalegal.com/hurricaneguide>.

We also ask you to take this time to trim your trees and remove all dead branches. Trimming and pruning your trees will help eliminate damage to your property in the event of a hurricane or tropical storm this season.

Speed Bump Petition - Brook Hollow Drive

Due to speeding and traffic issues within the community, we have received feedback from several homeowners that they would like speed bumps installed on Brook Hollow Drive. The County has provided the Association with the following procedures for completing this project. These procedures are also explained in more detail on page 4 of the newsletter.

The first step is to obtain signatures from those residents (owners or tenants) who live on Brook Hollow Drive. Please see the petition page shown below. If we obtain 66% or more of the residents' signatures who live on Brook Hollow Drive, the County will move forward with the second step in the process - the traffic study. We have received around 25 signatures so far. Therefore, it is important that we receive additional signatures in order to meet this first requirement with the County.

If the traffic study results in data favorable to the speed bumps, the County would then hold a public hearing to discuss the issue and to obtain input from the residents. The cost of the speed bumps would also be discussed at this meeting.

If the results from the public hearing are favorable based on the residents in attendance, then the County will send ballots to all of the residents within the community to vote on the installation. Again, the County must have at least 66% or more residents approve the speed bumps before they will proceed.

From there, the Orange County Commissioners have to approve the installation before they are finally installed.

While this is a lengthy process, we do believe it will be beneficial to the community and will reduce speeding. **Therefore, if you agree that speed bumps will be beneficial and you live on Brook Hollow Drive, we ask that you sign and return the petition on page 4.** If you would like our office to mail you a copy of the petition, please contact us at 407-251-2200 or info@dwdpm.com.





We the undersigned owners and residents of Willowbrook at Meadow Woods HOA hereby offer our support for our neighborhood's participation in the Neighborhood Traffic Project Program. We understand that by signing this petition, we are supporting participation in a planning process which requires a public meeting in order to proceed, and not committing to a specific traffic mitigation device(s) or plan.

Table with 5 columns: Print Name, Daytime Phone, Address, Owner, Resident, Signature. Multiple empty rows for data entry.

TRAFFIC ENGINEERING DIVISION

Revised 3/2018



Orange
County
Answers

FACT Sheet

Provided as a Community Service of Orange County Public Works Department • 4200 S. John Young Parkway • Orlando, Florida 32839

What Is The Speed Hump Program?

In 1994, the Orange County Board of County Commissioners approved the placement of speed humps in residential areas. Speed humps are used as an effective tool in relieving the speeding problems found with a neighborhood.

The County Speed Hump Program creates a mechanism by which concerned citizens can fund the installation of speed humps by establishing a Municipal Service Benefit Unit (MSBU) which is assessed to those property owners who directly benefit from the installation of the speed humps.



The petition is available at the Traffic Engineering Web Page located under Orange County Public Works.

2. Upon receipt of the petition, the Traffic Engineering Division will conduct a traffic study to determine if traffic conditions support the installation of speed humps.

3. If traffic conditions support the installation of speed humps, a

public information meeting will be held to present the results of the traffic study, provide a preliminary design and cost estimates, and to give the affected residents an opportunity to provide input.

4. If the response from residents at the public information meeting is generally favorable, ballots will be mailed to each benefiting property owner within Orange County to vote "for" or "against" the establishment of a Municipal Service Benefit Unit (MSBU) to fund the installation of speed humps. The MSBU would be a one-time tax assessment to property owners located on the roadways where speed humps are proposed. The amount of the assessment is determined by dividing the total project cost by the number of benefiting Orange County property owners. The total project cost is based on the current price of a speed hump plus minimal administrative costs.

5. If 66% of the returned ballots are in favor of the speed hump installation, the MSBU will be scheduled for a public hearing before the Board of County Commissioners. The Board of County Commissioners will make the final decision on the establishment of the MSBU.

6. If the Board of County Commissioners approves the MSBU, Public Works will schedule the speed humps for installation.

For more information, call the Orange County Public Works Traffic Engineering Division at 407-836-7890. 📞

What is a Speed Hump?

Speed humps are raised asphalt platforms that do not exceed three inches in height and are approximately 12 feet long. The County will install speed hump signs at the entrance of the neighborhood to alert drivers of their presence.

Is Your Neighborhood Eligible?

The County will work with your neighborhood to install speed humps if the following criteria are met:

- Request for a speed hump is for a local residential street with a minimum average daily traffic count of 800 vehicles/day and a maximum of 3,000 vehicles per day.
- Street has a posted speed limited of 30 mph or less.
- The street has an observed 85th percentile speed greater than 30 mph.
- The street has a maximum width of 24 feet.

How Does a Citizen Request Speed Humps?

1. Residents should submit a petition to the Traffic Engineering Division, signed by at least 66% of the homeowners or residents within a subdivision or along a particular roadway.

Owner Access Platform

Please be advised that you may utilize an online owner access portal where you may login to manage your account and access community documents. With your Internet-enabled device, you are able to view your current account balance, check your payment history, view your open records and more!

To ensure your privacy, only homeowners whose email address is on file have already received a registration email. **If you have not already provided your email, please email your information to info@dwdpm.com** and include your community's name, address within the community, and the email address you want on file. This extra step is designed for the safety of your personal information because it allows us to verify each homeowner. Once your email address has been opted into the system, you will receive an email to register. For security purposes, a return email will be sent to confirm you are the owner of that email account.

If you received the registration email but the time has expired and you are in need of a new registration email, please contact our office by email at info@dwdpm.com with your request. Please make sure to include the email address you want us to use and we process a new registration email for you.

Please check your SPAM folder as it may be filtered automatically. After you click the link in the confirmation email you can create your password and your account will be registered. You will then be able to log into your account using your email address and the password you created when you registered. Please make sure to use Google Chrome which is the preferred web browser for the platform.

We encourage everyone to utilize the new on-line access platform at <https://owner.topssoft.com/DWDProfessionalManagement/Account/Login> in order to review your account balance and obtain information. Please let us know if have not received your invitation to join the platform, and we will help you set-up your account.

Parking Issues

The Board has reported that many people within the community are parking in violation of County ordinances (i.e., parking over sidewalks, parking in the wrong direction, or parking too close to stop signs).

Please be advised that the Association cannot enforce parking laws. The streets within the community belong to the County and only the County can issue citations or tow vehicles from the streets within the community. If you have any questions or concerns regarding this issue, please contact the management company. We also encourage you to contact Orange County to voice your concerns regarding this matter.

Suggested Security Measure

The Board would like to remind residents to turn on front/back patio lights and garage lights as an added security measure each evening. Burglars do not like to be seen, therefore, leaving these lights on at night helps prevent these types of crimes.

Please Pick-up After Your Pets

We understand that many of the residents in our community are pet owners. Owning a pet is a wonderful experience for the "parent" and it brings many joys to you as well. However, having a 4-legged addition to your family also brings many responsibilities.

If your new bundle of joy happens to be a dog, then one of the responsibilities is picking up after your pet. When you live in a community you cannot just let your dog out and then close the door. **Your pet must be on a leash at all times, and any pet waste MUST be picked up and disposed in a waste receptacle.** This is not only a community rule; it is an Orange County ordinance as well. Dog waste is a hazardous substance and causes damage to grass and may spread illnesses to others. The County may impose fines on owners who do not follow these rules.

If you notice that a pet is not leashed within the community or if you notice a resident who is not disposing of waste appropriately, you may report the issue to **Orange County Animal Control at the following number: (407) 836-3111.**

Thank you for your understanding and cooperation in this matter.

Curbside Collection and Bulk Pick-Up Procedures

Under the Orange County Curbside Collection program, garbage, recycling, and yard waste are each picked up **only one time per week**. The schedule for your community is as follows:

Garbage collection – Tuesday

Yard Waste and Recycling – Wednesday

Per the documents of your community, we are asking that you please do not place these carts outside your home in view from the street on days when you do not have a scheduled pick-up. Please keep them inside your garage, behind your fence, or behind your home. Also, since Christmas Day falls on a Tuesday this year, garbage collection will be on Wednesday next week.

In addition, if you have any large items that need to be picked up that will not fit in the new garbage bin, please contact the County to arrange pick-up. **Do not place bulk items in the street or in your driveway.** You must email or call the county at: Solid.Waste@ocfl.net (include your name, street address, contact information, and the item(s) that you want collected) or call the Solid Waste Hotline at 407-836-6601 to arrange for pickup. Large items include furniture, appliances, mattresses, automobile tires (limit 4), and rear-projection televisions. Limit large items to three cubic yards (about one small pickup truckload) per household per week.

If you have any questions or concerns regarding this new garbage collection program, please contact the Orange County Solid Waste Department. You may reach them by email at Solid.Waste@ocfl.net or by phone at 407-836-6601.

Alligator Warning

Please remember this is Florida, and alligators will almost always be present in any body of water. Therefore, please always be aware of your surroundings and do not leave children or pets unattended near the water's

edge. Also, please be aware that it is against the law to feed alligators. Feeding alligators reduces their fear of humans, and this may have serious consequences for the people they encounter who do not bring them food. If you see alligators in the area, you may report them to the Florida Fish and Wildlife Conservation Commission at the following number: 866-392-4286. You may also report alligator sightings to the management company so they may contact Florida Fish and Wildlife and provide authorization for the trapper to enter the property. If you have any questions or concerns, please call the management company.

Architectural Change Procedures

It has come to our attention that some homeowners are not familiar with the steps of the Architectural Review process. That is quite understandable. We would like to take this opportunity to help anyone in our community better understand this process.

If you are going to make any changes to the front of your property, including landscaping changes, or if you intend to make any structural changes to your property (i.e., room additions, pools, screened enclosures), then you will need to fill out the Architectural Review Committee (ARC) application.

Please be aware that the Board has established the following architectural guidelines for your community:

Approved Paint Color Schemes:

The Willowbrook at Meadow Woods community has several approved color schemes for painting your homes for your review on the community website. Please use the following link to view these options:

<http://www.willowbrookatmeadowwoods.com/architectural-change-request.html>.

These applications will always be available on your community's website and they are included in this monthly newsletter. Please follow the instructions on the form, and submit all of the required documents for your requested change. When you are submitting an application to the ARC remember to include the following:

1. Two (2) copies of the property survey that show the location of the proposed changed, alteration, renovation or addition.
2. Two (2) drawings of your plan(s).
3. Two (2) copies of color samples, if applicable.

Please note that applications submitted without two (2) copies of the survey, drawing, or color sample will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you.

If you have any questions, please call us at 407-251-2200, and we will be happy to assist you.

Also note that management does NOT approve or deny any of these requests. We collect the applications and then submit them to the community's Architectural Review Committee (ARC). The ARC is a group of volunteer homeowners who review the applications and approve or deny the applications based on your community's written criteria. Per Florida Statutes, this process may take up to 30 days.

As soon as the Committee makes a decision, we will mail you the letter of approval or denial. Please make sure you do not proceed with any improvements until you have heard from the Committee. I hope this helps everyone understand the Architectural Review process a little better. If this still leaves you with any questions, please feel free to contact our office.

Driveway Maintenance and Tree Trimming

The Board would like to remind residents that driveways should be pressure washed and maintained to ensure they are free of debris, dirt, and oil. Please also pressure wash the sidewalks in front of your home. In addition, the Board would like to remind all residents to trim their trees and remove all dead branches. Trimming and pruning your trees will help eliminate damage to your property in the event of a hurricane or tropical storm. Also, tree branches should be trimmed up to 6 feet so that pedestrians may walk underneath the trees unimpeded on the sidewalks within the community. If you have any questions or concerns regarding these issues, please contact the management office.



SR 417 CORRIDOR WIDENING PROJECTS: SEGMENT 3

LANDSTAR BOULEVARD TO BOGGY CREEK ROAD

PROJECT DESCRIPTION

The Central Florida Expressway Authority is widening State Road 417 (Central Florida GreeneWay) from Landstar Boulevard to Boggy Creek Road in order to reduce congestion and improve traffic flow. This 3.7-mile project will add a lane in each direction, expanding the expressway from four to six travel lanes. Eleven sound walls are proposed in this segment. See the map for proposed wall locations.

CFX is also adding wider median shoulders that can temporarily accommodate additional traffic during emergency response events, such as traffic accidents or hurricane evacuations. This is one of five widening projects on SR 417 between International Drive and SR 528 (Martin B. Andersen Beachline).

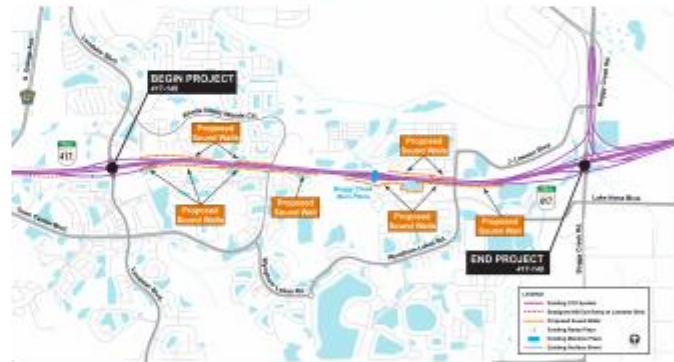
WHAT TO EXPECT

During construction, temporary lane and ramp closures will be necessary to accommodate work. To minimize the impact of construction to motorists traveling on SR 417, lane and ramp closures will not be permitted during peak travel times. There will be night and weekend work on this project.

WORK ZONE SAFETY

For the safety of motorists and work crews, speed limits will be strictly enforced during construction. Speeding fines are doubled in work zones when workers are present. Motorists are reminded to change lanes for safety when they see Road Rangers assisting other motorists or flashing lights — it's Florida law.

PROJECT MAP (LARGER MAP ON BACK)



QUICK FACTS

Project Timeline:
Early 2021 - Late 2023

Estimated Project Cost:
\$87.3 Million

For more information:

- 407-383-5817
- Construction@CFXway.com
- www.CFXway.com
- @DriveEPASS



The regional Central Florida Expressway Authority is responsible for the planning, design, construction, operation and maintenance of a 125-mile limited-access expressway system to serve the five-county region. CFX's system includes SR 408 (Spessard L. Holland East-West Expressway), SR 528 (Martin Andersen Beachline Expressway), SR 417 (Central Florida GreeneWay), SR 429 (Daniel Webster Western Beltway), SR 414 (John Land Apopka Expressway), SR 429 (Wekiva Parkway), SR 538 (Polk Parkway), State Road 453 and State Road 451.

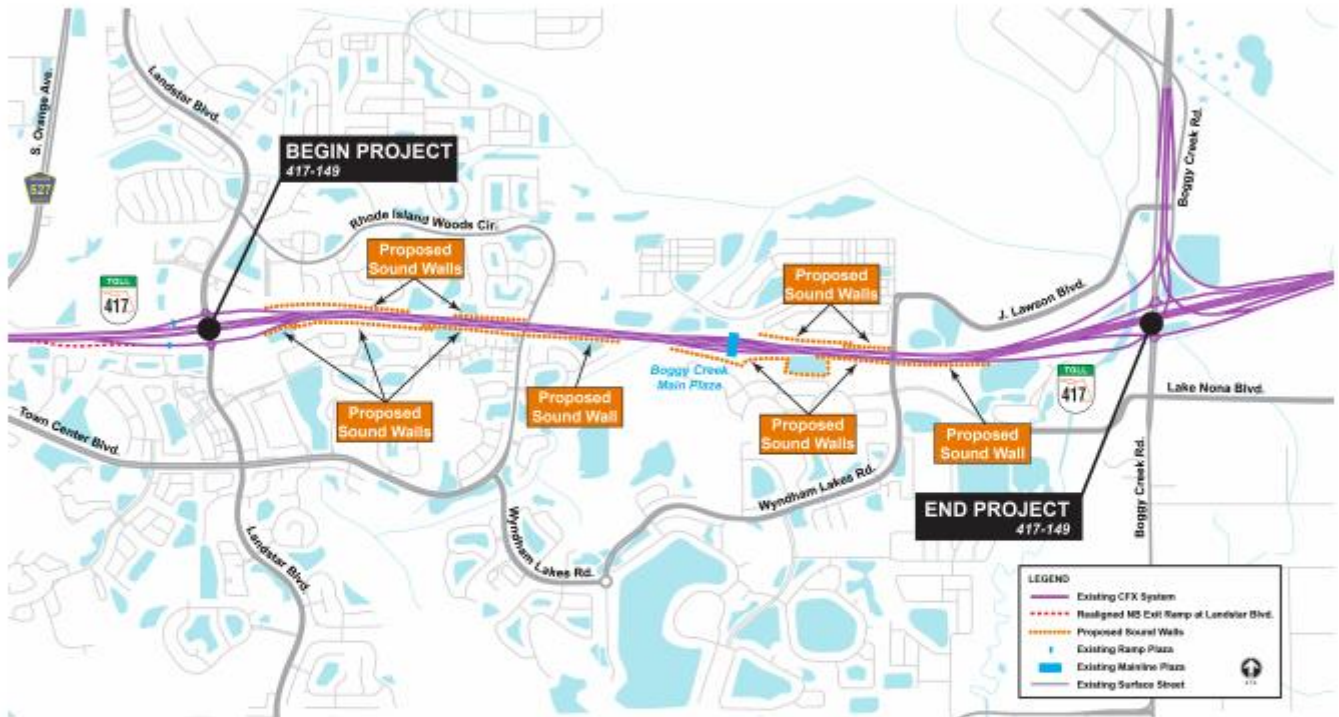
Central Florida Expressway Authority: 4974 ORL Tower Road, Orlando, FL 32807
Phone: 407.690.5000 | Fax: 407.690.5011 | Email: construction@cfxway.com



SR 417 CORRIDOR WIDENING PROJECTS: SEGMENT 3

LANDSTAR BOULEVARD TO BOGGY CREEK ROAD

PROJECT MAP



Para más información en español acerca del proyecto, por favor comuníquese con Kevin Camara al 786-859-1826 o por correo electrónico a Kevin.Camara@OC.Ausa.com.

HURRICANE PREPAREDNESS PLAN



Supply Kit Checklist

Water

- One gallon of drinking water per person per day for at least three to seven days
- One gallon of water for each person per day for cooking and personal hygiene
- Don't forget water for your pets!

Ice

- Freeze water in zip-type freezer bags and two-liter soda jugs
- Fill coolers with ice. Ice can be used to preserve food once the power goes out

Food

- Non-perishable packaged or canned food to last at least three to seven days
- Ready-to-eat canned meats, fruits and vegetables:
 - Canned or boxed juice
 - Canned or boxed milk
 - Cereal
 - Soup
 - Peanut butter and jelly, granola bars, trail mix
 - Instant coffee or tea
 - Dried fruits and nuts
 - Bread, crackers and cookies
 - Raw Vegetables
 - Fresh fruit
 - Special food for babies and the elderly

For The Home

- Cooler for ice and food storage
- Flashlights with extra batteries or hand-crank flashlights
- Battery or solar powered lanterns
- Battery powered NOAA
- Weather radio with extra batteries or hand-crank radio
- Car charger for mobile phone
- Battery operated digital TV with car charger adapter
- Grill with extra propane, charcoal, or sterno (Outdoor Use Only)
- Matches in waterproof container or butane starter for grill
- Paper plates/bowls/cups, plastic eating utensils, napkins, paper towels, moist towelettes
- Manual can opener and bottle opener
- Cleaning supplies
- Non-scented liquid household chlorine bleach or water purification tablets
- Work gloves
- Duct tape
- Heavy-duty outdoor extension cords
- Waterproof tarps
- Plastic sheeting
- Rope
- Basic tool kit
- Corded phone

- Smoke detectors
- Carbon-monoxide detectors
- Two-way radio if power, terrestrial telephone and cell towers fail
- Fire extinguisher
- Waterproof container or resealable plastic bag to store important papers like insurance, medical, bank, or Social Security documents/numbers
- Cash (without power, credit cards are unusable)
- First Aid Kit
- Two weeks supply of prescription drugs
- Two weeks supply of vitamins
- Over the counter pain reliever
- Antibacterial hand soap
- Toilet paper
- Plastic garbage bags
- Mosquito repellent
- Sunscreen
- Toiletries/Hygiene items

Health Essentials

- Documentation, license
- Non-perishable food
- Medications
- Water



Your First Aid Kit

A first aid kit should be kept in the home and each automobile and should include:

- Sterile adhesive bandages
- Sterile gauze pads
- Hypoallergenic adhesive tape
- Triangular bandages (3)
- Sterile roller bandages, antibiotic ointment, scissors, tweezers, needle, moistened towelettes, antiseptic, thermometer, tongue blades (2)
- Tube of petroleum jelly or other lubricant
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen
- Bug repellent
- Aspirin or non-aspirin pain reliever, anti-diarrhea medication, antacid
- Bottled water and other fluids



 HURRICANE PREPAREDNESS PLAN

Hurricane Family Preparedness

- Hold a family meeting
- Discuss the hazards of hurricanes. Encourage children to talk about their fears and explain some of the things you'll be doing to keep everyone safe. Start a written list of things you'll need to take care of and encourage everyone in the family to contribute their ideas.
- Discuss whether you'll need to evacuate
- Determine whether you live in an evacuation zone and, if so, where you will go if an evacuation order is given. Going to a family or friend's house or hotel outside the evacuation area is your best choice. If you choose to go out of town, do so well in advance of the storm. Since shelters provide for only basic needs, this should be your choice of last resort.
- Ensure your assets are protected
- Inventory your home possessions and videotape or photograph items of value. Review your insurance policies to ensure you have adequate coverage.
- Assess your home for vulnerable areas
- Do a walk-through of your home and property to evaluate your roof, windows, garage door, landscaping, etc. and determine what actions you will take.
- Make a plan to protect your vehicles
- Decide where you will store or park your vehicle, boat or RV. Check your vehicle insurance policy and keep it in the same safe place as your homeowner's policy.
- Secure your home
- Decide what actions you will need to take to protect your home and your property (shutters, generator, trim trees), and to keep as comfortable as possible during recovery.
- Discuss whether anyone in your home is elderly or has special needs and, if so, make arrangements in advance to accommodate those needs.

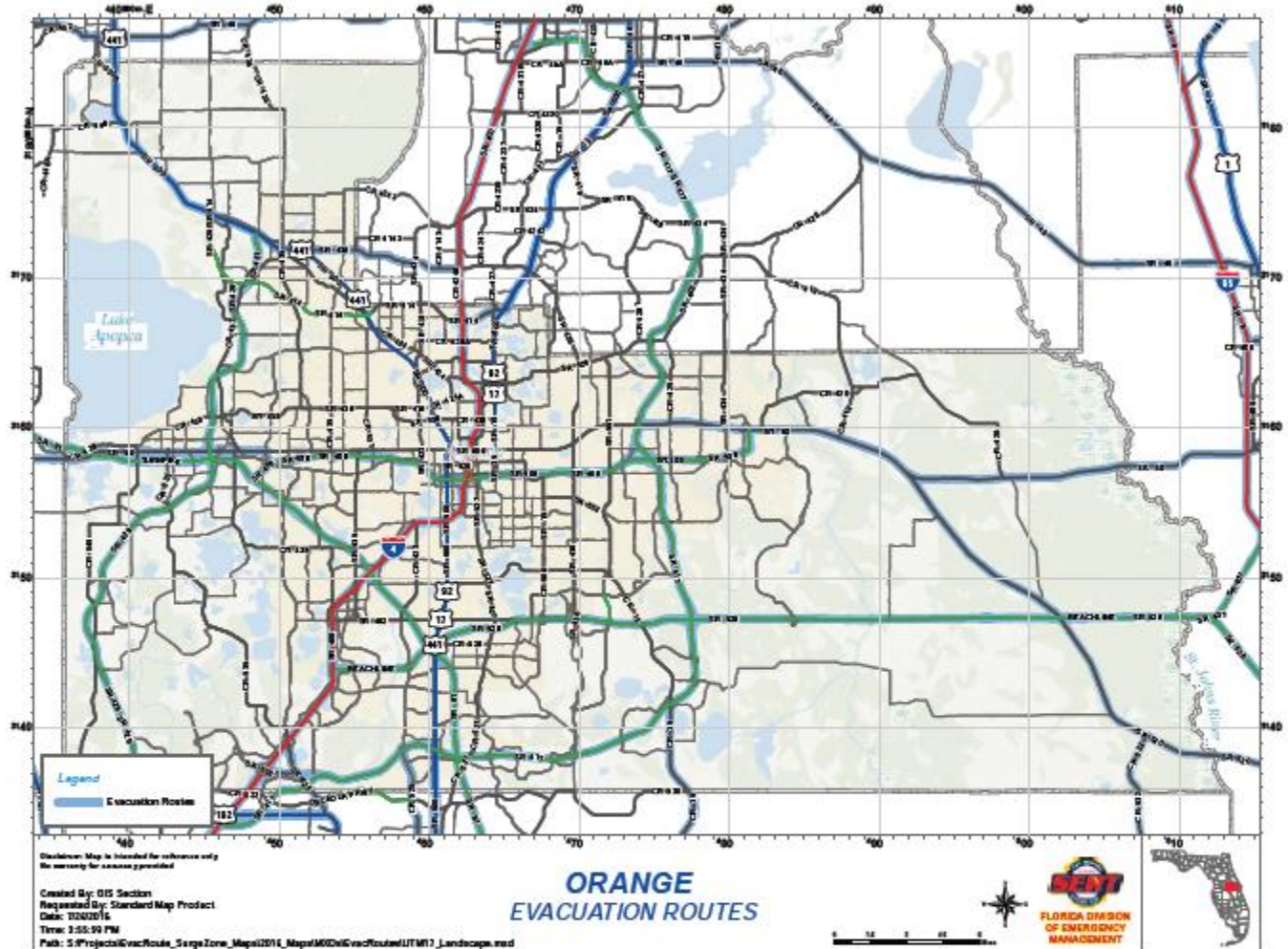
 HURRICANE PREPAREDNESS PLAN

Hurricane Family Preparedness

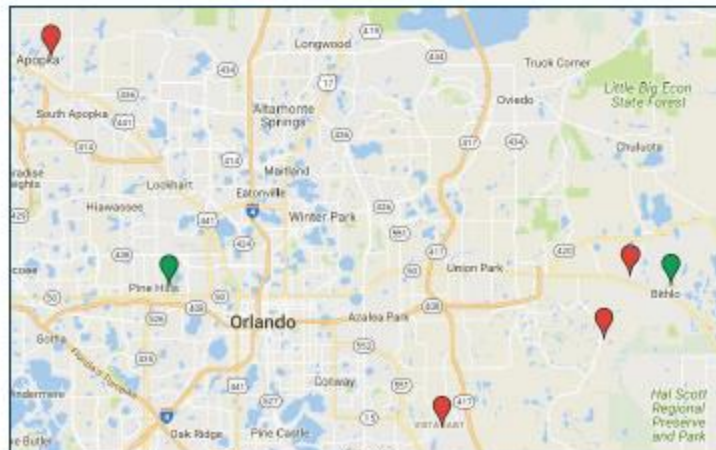
- Determine how you will address your pet's needs and make a plan for your pet in case you have to evacuate. If appropriate, plan for large animals such as horses
- Gather your supplies
- Determine your family's food, water and medical needs and assemble your hurricane kit according to those needs (see sidebar for essential items to include)
- Notify others of your plan
- Let family or friends know what your hurricane plan is so they can check on you in the aftermath of the storm. Establish an out-of-town contact
- Plan ahead for the possibility of becoming separated from your family and friends, whether it is a personal emergency or a larger-scale disaster
- Start by designating a single, out-of-town contact that your family or household members can call, e-mail or text message should a disaster occur. If local phone service is overwhelmed, it may be easier to call outside the area. Your contact should be aware that they are your family's designated contact
- All of your loved ones should agree to call the out-of-town contact to report their whereabouts and welfare
- Regular contact with your designated person will help to keep everyone informed. After initial contact and depending on the circumstances, you might set a specific check-in time
- When telephone lines are busy, e-mails or text messages may go through when calls cannot
- Create an emergency contact list; include phone numbers and e-mail addresses for your designated out-of-town contact, loved ones, neighbors and other emergency numbers such as police, fire and your physician
- Make copies of the list for every family member and print a copy to keep by the phone and with your emergency supplies
- Make sure to secure outside structures and get all outside items and bring everything inside including patio chairs, grills potted plants and balcony items



Orange County Evacuation Zones



Emergency Shelter Locations



SYMPTOMS OF CORONAVIRUS DISEASE 2019

Patients with COVID-19 have experienced mild to severe respiratory illness.

Symptoms* can include

FEVER



COUGH



*Symptoms may appear 2-14 days after exposure.

SHORTNESS OF BREATH



Seek medical advice if you develop symptoms, and have been in close contact with a person known to have COVID-19 or if you live in or have recently been in an area with ongoing spread of COVID-19.



CS 311521-A March 20, 2020, 12:53PM

cdc.gov/COVID19-symptoms

Community Services Phone Numbers

Emergency:

| | |
|----------------------------------|-----|
| Fire, Police, Medical Emergency: | 911 |
|----------------------------------|-----|

Law Enforcement:

| | |
|--|--------------|
| Orange County Sheriff's Dept. (Non-Emergency): | 407-836-4357 |
|--|--------------|

Utilities:

| | |
|--------------------------|--------------|
| Orange County Utilities: | 407-836-5515 |
|--------------------------|--------------|

Chamber of Commerce:

| | |
|------------------------------|--------------|
| Orlando Chamber of Commerce: | 407-425-1234 |
|------------------------------|--------------|

Miscellaneous:

| | |
|---|--------------|
| Orange County Public Schools: | 407-317-3200 |
| Orange County Office of Emergency Management: | 407-836-9140 |
| Orange County Health Department: | 407-858-1400 |
| Florida Poison Information Center: | 800-222-1222 |
| Orange County Public Library: | 407-836-7390 |
| Social Security Administration: | 800-772-1213 |
| Orange County Voters' Registration Office: | 407-836-2070 |
| Orange County Animal Services: | 407-836-3111 |

WILLOWBROOK AT MEADOW WOODS HOMEOWNERS' ASSOCIATION, INC.

MAIL OR EMAIL FORM TO: 9419 Tradeport Drive, Orlando, FL 32827

PHONE: 407-251-2200 FAX: 800-759-1820 EMAIL: info@dwdpm.com

ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION

Owner Name: _____ Tenant Name: _____

Property Address: _____

Mailing Address: _____

Phone(s) Home: _____ Work _____ E-mail: _____

In Accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rule and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request consent to make the following changes, alteration, renovations and /or additions to my property.

() Fence () Swimming Pool () Lawn Ornament () Screen Enclosure () Landscaping

() Patio () Exterior Color () Lawn Replacement () Other _____

Description: _____

Attach two (2) copies of the property survey that shows the locations of the proposed change, alteration, renovation or addition.

Attach two (2) drawings of your plan(s). Attach two (2) color samples, if applicable.

NOTE: Applications submitted by fax or without two (2) copies of the survey, drawing, or color sample will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you. I hereby understand and agree to the following conditions.

- 1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If not, then you must reapply for ARB approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and/or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt DWD Professional Management, LLC will forward the ARB Application to the Association. A decision by the Association may take up to 30 days. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THE ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

DO Not Write Below This Line


This Application is hereby: () Approved () Denied

Date: _____ Signature: _____

Comments: _____

Date Received _____ Mailed to Assoc. _____ Mailed to Owner _____

September and October 2021

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|--|---------------------|---|----------|--------|--------------------------|
| <i>September</i> | | | 1 Recyclables/ Yard Waste/Bulk Items Pick-Up | 2 | 3 | 4 |
| 5 | 6 Labor Day – DWD Offices Closed | 7 Trash Pick-Up | 8 Recyclables/ Yard Waste/Bulk Items Pick-Up | 9 | 10 | 11 Patriot Day |
| 12 Grandparents Day | 13 | 14 Trash Pick-Up | 15 Recyclables/ Yard Waste/Bulk Items Pick-Up | 16 | 17 | 18 |
| 19 | 20 | 21 Trash Pick-Up | 22 Recyclables/ Yard Waste/Bulk Items Pick-Up First Day of Autumn | 23 | 24 | 25 |
| 26 | 27 | 28 Trash Pick-Up | 29 Recyclables/ Yard Waste/Bulk Items Pick-Up | 30 | | |
| <i>October</i> | | | | | 1 | 2 |
| 3 | 4 | 5 Trash Pick-Up | 6 Recyclables/ Yard Waste/Bulk Items Pick-Up | 7 | 8 | 9 |
| 10 | 11 Columbus Day | 12 Trash Pick-Up | 13 Recyclables/ Yard Waste/Bulk Items Pick-Up | 14 | 15 | 16 |
| 17 | 18 | 19 Trash Pick-Up | 20 Recyclables/ Yard Waste/Bulk Items Pick-Up | 21 | 22 | 23 |
| 24 | 25 | 26 Trash Pick-Up | 27 Recyclables/ Yard Waste/Bulk Items Pick-Up Annual/Budget Meetings 7:00 PM | 28 | 29 | 30 |
| 31 Halloween  | | | | | | |