

# WELCOME

TO SNOWDEN OVERLOOK COMMUNITY

Dear New Resident:

Welcome to our community and congratulations on the purchase/rental of your home!

On behalf of the Snowden Overlook Community Association (SOCA) Board of Directors and the other residents of Snowden Overlook, we would like to welcome you to your new home and our community. SOCA is the Homeowners Association (HOA) responsible for the Snowden Overlook Clubhouse, pool and front gate operations, among a few other things. Over the coming months we look forward to meeting you whether it be walking down the streets, at the pool or a community activity.

In addition to the HOA, Snowden Overlook also has five condominium associations that oversee maintenance, landscaping, and other matters for residents. The condominium associations include Kendall I, Kendall II, Villas I, Villas II, and Kendall III-Ovation Condominium. You will be contacted by your condominium and will receive more info about your condo association. The HOA and condominium associations have hired professional management to assist with day-to-day operations.

Upcoming activities and events, announcements, a community calendar, covenants and bylaws, board minutes and architectural review forms can be found on our website at [www.snowdenoverlook.com](http://www.snowdenoverlook.com). Please take a few minutes to visit and familiarize yourself with its resources. The website provides ready answers to most of the questions residents have. If you don't find the information you need there, you may directly contact our Clubhouse office during our normal operating hours or the Board of Directors can be contacted through the emails provided in this packet.

Information on some of the questions many new residents have is included in this packet in order to get you off to a smooth start.

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

Sincerely,

Snowden Overlook Community Association Board of Directors

# { CLUBHOUSE }

- **Clubhouse Hours**

8:00am – 11:00pm, 7 Days

- **Office Hours and Contacts**

Monday – Friday, 9:00am – 5:00pm

Phone: 410.872.9311

Email: officemanager@snowdenoverlook.com

- **Office Staff**

Carol Hergenroeder

*Lifestyle Coordinator*

Email: office@snowdenoverlook.com

Christy Wilson

*Office Manager*

Email: officemanager@snowdenoverlook.com

- **Gym**

Gym may be accessed through side entrance (near Dried Earth Blvd) from 4:30am - Midnight or from main entrance during normal Clubhouse hours.

- **Swipe Card Keys**

Swipe card transponder keys are used in order for residents to enter the Clubhouse. They can be used in order to access any of the three entrances: 1) main entrance (front), 2) gym entrance (side near Dried Earth Blvd) and 3) pool entrance (side gate adjacent to parking area). Each household is issued one (1) card per resident, Please note that this card has blue print on the front side.

- **Parking**

Clubhouse parking is available in front of the Clubhouse. For extra parking space, please use Dried Earth Blvd.

# { GUARDHOUSE & FRONT GATE }

- **Hours:** 8:00pm - 5:00am, 7 days

- **Contact:** 410.312.0423

- During the above-listed hours, gates are closed and a night guard is on duty. Please use your front gate access key card/window strip or \*access code in order to enter the community during these hours.

- For frequent visitors, please add names to enclosed Frequent Visitor form enclosed and submit to office

\* Please call clubhouse for access code for dial pad.

## { PASSES/SWIPE CARDS }

Each household is issued the following:

- One (1) Clubhouse swipe card per resident
- One (1) Front Gate card OR one (1) Front Gate window strip per resident
- One (1) Resident pool pass per resident and three (3) Guest passes per household (See under “Pool” for more information)

If your Clubhouse swipe card or Front Gate device is lost or damaged you may purchase a new one. Please note the following: a) a charge will be incurred and b) non-working cards should be brought to Clubhouse OR all other passes of same type must be brought to office so the lost/damaged one can be identified and deactivated. Checks only accepted (made out to “SOCA”).

## { WEBSITE }

Please visit us on the web at <http://www.snowdenoverlook.com> in order to access news, alerts, community newsletters, our monthly calendar and more.

## { WASTE/RECYCLE PICK-UP }

- Garbage and recycling pickups are provided by Cockey’s Enterprises using a schedule that only applies to Snowden Overlook
- Schedule: Townhomes—Recycling: *Mondays*, Trash: *Wednesdays*  
Kendall III—Recycling: *Mondays*, Trash: *Mondays, Wednesdays & Fridays*
- Residents of townhomes should put out their trash and recyclables after 5pm the night before pickup
- Residents may put out a small amount of yard waste (such as dead flowers or plants) for pick up by Cockey’s, however yard trim (tree trimmings, grass, and shrubs), furniture, appliances and abnormal volumes of household trash are the responsibility of residents and will not be picked up by Cockey’s on their weekly pickups.
- Holiday schedules are announced on our website, our Facebook page and via email alerts.

## { EXTERIOR ALTERATION APPLICATIONS }

The approval process starts by submitting an application to your condominium board. The form may be obtained on our website, from your condo association or at the Clubhouse office.

# { POOL }

- Hours of Operation

TBD

- Pool Passes

Pool passes are issued at the office during your initial visit. Please see below:

## Resident Pass (Red)

Each resident receives one (1) red Resident Pool Pass

## Guest Passes (Yellow or Blue)

Each household receives three (3) permanent Guest Passes for admittance to the pool area.

## One-Day Visitor Passes (Paper)

Residents can purchase up to 5 white daily visitor passes if they are bringing more than 3 guests. Passes are 3 for \$10.00 or 5 for \$25). Residents may use up to five (5) visitor passes per day. Unused passes do not expire. Passes can be purchased in the Clubhouse Office on weekdays during regular office hours-- checks only, no cash. Please make your check payable to SOCA.

- Residents and guests must sign-in at all times (no exceptions)
- Guests may utilize the pool without accompaniment of resident(s) provided that at least one of the guests of the unit present is an adult at least 19 years of age.

# { SOCIAL ACTIVITIES }

Snowden Overlook sponsors a variety of fun and exciting events at the Clubhouse for its residents. Some of these events involve a fee and others are free of charge (please refer to our monthly calendar or flyers in Clubhouse for this information). Please take a moment to familiarize yourself with our events policies.

- In any Snowden Overlook unit where there is only one (1) unit owner/resident, that owner is entitled to have one ADULT guest at any SOCA function and pay the same fee as a resident for that guest. This policy is not meant to encourage other SOCA residents (with 2 owners/residents in unit) to use this entitlement to bring their guests.
- A resident of a unit with 2 or more residents may not bring a guest when another resident of that unit is unable to attend a SOCA event.
- Owners of a Snowden Overlook unit who do not live in their unit but pay SOCA assessments may attend SOCA sponsored events.
- An ex-owner/owners who have sold their unit are not entitled to attend Snowden Overlook events except as a guest of a single unit owner.
- The SOCA Board may permit a special guest/guests to attend SOCA events.
- Guests under the age of 19 may not attend SOCA events unless the event is specified as such.
- SOCA residents may not pay with cash at the door for a scheduled event.
- Only Snowden Overlook residents may attend and pay for activities that require a fee such as water aerobics, yoga, exercise classes, etc.
- The Social Director of SOCA or the SOCA Board at their discretion may open an event to guests. The guest fee will be the resident fee plus the expected SOCA subsidy for that event.
- Residents who have received a notice of non-payment for SOCA assessments and have had their swipe cards deactivated may not attend SOCA events.
- The Social Director and the SOCA Board have final authority for Clubhouse events and activities. No Social Committee member may override the Social Director but a SOCA board member may for safety or financial reasons, etc. override a decision.
- Payment for all SOCA events that require payment should be in form of a check.
- **NO CASH WILL BE ACCEPTED.** Checks should be made out to "SOCA".
- Payment is due at time of signing up for an event.

# { PROPERTY MANAGEMENT }

## KENDALL I, VILLAS I, VILLAS II

WPM Real Estate Group, LLC.

**Patricia Lall**

*Community Association Manager*  
11433 Cronridge Drive  
Owings Mills, MD 21117-2294  
Direct Line: 443-796-7394  
E-mail: [plall@wpmlc.com](mailto:plall@wpmlc.com)

**Krystal Knisely**

*Assistant to Patricia Lall*  
Direct Line: 443-796-7383  
E-mail: [kknisely@wpmlc.com](mailto:kknisely@wpmlc.com)

Reception: 443-796-7400  
After Hours Emergencies: 443-796-7192  
General Maintenance: 443-796-7401  
Fax: 443-213-1614  
Website: [www.wpmlc.com](http://www.wpmlc.com)

## KENDALL II, KENDALL III-OVATION CONDOMINIUM

Metropolitan Management Group, LLC.

**Natalie Collier**

CEO  
P.O. Box 1029  
Glen Burnie, MD 21060  
Phone: 410-508-3819  
Fax: 866-736-1926  
Email: [ncollier@metropolitantmgmt.com](mailto:ncollier@metropolitantmgmt.com)  
Website: [www.metropolitantmgmt.com](http://www.metropolitantmgmt.com)

# { PARKING }

Parking policies vary from one condo association to another. Please contact your condo association Board Members if you have any questions or concerns.

# { SOCA BOARD OF DIRECTORS }

## **President**

*Lou True*  
ltrue@aol.com

## **Secretary**

*Pat Harrington*  
pharrington61@verizon.net

## **Member**

*Bob Ellis*  
Bobellis@pa.net

## **Vice-President**

*Stephen Reading*  
shr45@comcast.net

## **Member**

*Harlan Rossman*  
hsrossman@verizon.net

## **Treasurer**

(Appointed by Board)  
*Bob Vogel*  
robertevogel42@gmail.com

# { CONDO ASSOCIATION BOARDS }

## **KENDALL I**

### **President**

*Marion Thompson*  
mariongt219@gmail.com

### **Vice-President**

*Joseph Socha*  
joe.socha@me.com

### **Treasurer**

*Karen Keane*  
kpkeane3@verizon.net

### **Secretary**

*Pat Harrington*  
pharrington61@verizon.net

### **Member**

*Michael Hassett*  
mkhassett54@gmail.com

## **KENDALL II**

### **President**

*Rich Turner*  
raturner629@yahoo.com

### **Vice-President**

*John Bezold*  
johnbezold@verizon.net

### **Treasurer**

*Frank Ritterman*  
frittermann@gmail.com

### **Secretary**

*Steve Reading*  
shr45@comcast.net

### **Member**

*Gordon Fuller*  
gfuller613@gmail.com

## **KENDALL III**

### **President**

*Harlan Rossman*  
hsrossman@verizon.net

### **Vice-President**

*Carole Liberman*  
cliber@verizon.net

### **Treasurer**

*Geraldine Garrett*  
ggar458258@aol.com

### **Secretary**

*John Hetherington*  
johnandkate@comcast.net

### **Member**

*John Harris*  
harris.john06@comcast.net

# { CONDO ASSOCIATION BOARDS }

## VILLAS I

**President**

*Lou True*  
ltrue@aol.com

**Vice-President**

*Jerry Pelch*  
jpelch@verizon.net

**Treasurer**

*Dave Perin*  
djperin6@gmail.com

**Secretary**

*Charles Overly*  
ceoverly@aol.com

**Member**

*Bob Vogel*  
robertevogel42@gmail.com

## VILLAS II

**President**

*Bob Ellis*  
bobellis@pa.net

**Vice-President**

*Tom Hook*  
tnphook@verizon.net

**Treasurer**

*Steve Wolf*  
stshwolf@ieee.org

**Secretary**

*Nancy Thomas*  
nlthomas1234@yahoo.com

**Member**

*Howard Goodman*  
hlgoodman@gmail.com