

DESIGN REVIEW COMMITTEE

% Tracy Bailey
1411 Water Lily Lane
Kissimmee, FL 34744
601-954-3050

April 26, 2021

Dear Homeowners,

Let me first introduce myself as the new chairperson of the Design Review Committee here at Kissimmee Bay Country Club. I accepted the position on April 4, 2021, and chaired my first meeting on April 12, 2021. I want to join the rest of the community in thanking Dr. Charles "Chuck" Connors for all of his years of service as the chairman of the DRC. Chuck has been faithful and dedicated to this position for over 20 years. His late wife, Ruth, was also faithful to help keep our community standards during the expansion of Kissimmee Bay in the earlier years.

I have a varied background and will not bore you with a lengthy resume, but I do have qualifications that I feel will be useful to our community. I grew up in construction; my dad was a contractor, and we owned a hardware store and building supply company. I was fortunate enough to attend classes with Pittsburgh paints to become a paint specialist for my parents' store. I was trained in decorating, color selections, application, and yes- wallpaper and borders back in the day. Later, I owned a salon, worked for American Airlines, became a nurse, then a nurse practitioner, a pianist, organist, choir director, insurance agent/broker, and a few more things that made life interesting. I'm now a full-time Florida resident and am currently the Director of Traditional Worship at First United Methodist in downtown Kissimmee. So, yes, I still play piano/organ along with some of my dearest friends.

I look forward to serving you by striving to do a great job with our wonderful team on the DRC. Going forward, when you submit an application for a design change or alteration, please send a complete packet to expedite the approval process; pictures, drawings, surveys, etc. If you need help with your paint colors, please feel free to ask me, and I'll bring the book to your home to discuss. If you find a wonderful paint scheme at Sherwin Williams, Lowe's, Home Depot, or alike, please feel free to bring those selections to our committee, and if they work with our pallet, we would love to see your home with a fresh new look. There are some outliers in our community that are not classic country club colors. We will have to accept those for a few years until these homes need repainting. We do NOT want trendy condo colors to turn our neighborhood into a crayon box of houses with no blend or consideration of the homes next door. Updated colors can still be classic and "country club" in nature. Going forward, we may have to expand our color pallet to have the right tones for your roof and driveway, but this will be a nice service to offer. If your house is faded or stained and the paint is less than ten years old, consider having warranty work done to refresh your color.

Maintenance and repairs do NOT need approval by the DRC, but if you have any questions as to if you need your project approved, please feel free to ask a board member or DRC member.

It's an honor to serve the residents of Kissimmee Bay,

Tracy G. Bailey, Chairperson

Linda Snider, Vice-Chair

Cindy Green, Secretary

Barbara Poffenbaugh, Member

Larry Coleman, Compliance

DESIGN REVIEW COMMITTEE

Exterior Alteration Application Cheat Sheet

Kissimmee Bay Community Association, Inc.

Tracy Bailey, Chairperson Linda Snider, Vice-Chair Cindy Green, Secretary
Barbara Poffenbaugh, Member Larry Coleman, Compliance Officer/Inspector

Follow these steps:

- Fill out the application completely
- Include all attachments; photos, drawings, surveys, etc.
- Submit by Friday BEFORE the DRC meets on Monday
- Dates are posted at each entrance
- DRC meets every two weeks
- You will get a response from the DRC within a week AFTER the meeting

PLEASE, do not hire a contractor before you submit your application. I cannot say enough about this.

This next section defines you as a homeowner:

- Do NOT start your project without approval
- Do NOT order product and have it sitting in your driveway prior to approval
- Do NOT ignore the process and guidelines of OUR community
- Be FAIR to your neighbors

If you were to ignore these protocols and do things without following the process, it is blatant disrespect for your community, your neighbors, the Board of Directors, and the Design Review Committee. Please know that we do not want anyone singled out or bullied for not following our community bylaws and covenants. We can avoid this by always being kind to others and working together.

It is an honor to serve the residents of Kissimmee Bay,

Tracy Bailey, Chairperson

DESIGN REVIEW COMMITTEE

Exterior Alteration Application

Kissimmee Bay Community Association, Inc.

Tracy Bailey, Chairperson Linda Snider, Vice-Chair Cindy Green, Secretary
Barbara Poffenbaugh, Member Larry Coleman, Compliance Officer/Inspector

Homeowners Name: _____ Date: _____

Address: _____, Kissimmee, FL 34744 Phone: _____

Email: _____

Describe the work to be reviewed; (paint, roof, landscape, driveway, addition, etc) **Do NOT** schedule a contractor until this application is processed.

Check all that you are submitting with this application:

_____ Drawings _____ Photos _____ Survey _____ Paint Colors _____ Permits

Paint Colors: Base _____, Trim _____, Door _____

Estimated Start Date: _____ Licensed & Bonded Contractor? **Y** or **N**

Only give out the VENDOR gate code for these contractors.

By signing, I agree to follow the guidelines, rules, and the process as outlined in our communities covenants and documents: **Owner _____

Property owners **MUST** comply with all local guidelines for permits, inspections, and zoning.

Applications mailed: Design Review Committee % Tracy Bailey, 1411 Water Lily Ln, Kissimmee, FL 34744
Email: tbailey101@aol.com Phone: 601-954-3050 or kbcajeri@aol.com

*******ALLOW A MINIMUM OF TWO WEEKS FOR APPLICATIONS TO BE PROCESSED*******

COMMITTEE USE ONLY

Approved _____/_____/_____ Compliance Inspector _____

Denied _____/_____/_____

Missing documents or need more information? _____

Members _____