

TRANQUIL HILL

Homeowner Guide



ACCOUNT INFO/ONLINE PAYMENTS

Please visit

<https://cmg.cincweb.com/>

Click the account login/payment button and enter your information. Once your information is verified, you will receive your password by email.

Assessment Fee Information

Assessments due on the 1st of each month.

Send ALL Payments To

Tranquil Hill

P.O Box 1207

Commerce, GA 30529

Payment must be received and processed by the 30th to avoid late fees

Board Members

Sean Roberson - President

Reese Allen

Carol Cumming

Randolph C. Kahler

Joshua R. Todd

Association Email

Tranquil@cmgcharleston.com

ARB APPLICATION & FEES

You can find the Architectural Review Form at:

http://www.cmgcharleston.com/tranquil_docs/ARC%20REQUEST%20&%20GUIDELINES.pdf

There is no fee to perform an Architectural Review in Tranquil Hill.

What does the assessment pay for:

The business of your Association is to maintain the common area landscaping, ponds, pool, pool furniture, dog park, building exteriors including painting, signage, insurance, utilities, administrative costs, professional management, postage, invoicing, accounting, reserves for future projects, etc. The Assessments are used to cover these expenses. As a member of the Association, you are required to pay a share of the costs, whether or not you use the community amenities.

FREQUENTLY ASKED QUESTIONS

TRANQUIL HILL

POOL KEY INFORMATION:

Pool keys – The pool key fee is \$50. If any key is lost or stolen, a replacement is available for \$50 payable to Tranquil Hill HOA.

How many keys are allowed per household? One key per household.

POOL INFORMATION

Then pool is open from May 25th, 2018 thru September 4th, 2018.

PAVIOLION RENTALS:

There is a 65ft X 30 Ft Pavilion at the pool area that is available for rental. Rental fee is \$25 and the refundable deposit is \$25. These payments can be made by a check payable to Tranquil Hill HOA. Homeowners can view calendar availability at <http://cmgcharleston.com/tranquil-hill-calendar/>. The pool cannot be reserved exclusively.

STORAGE:

There is no boat storage allowed on property at any time. There is no fishing on property at any time.

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HILL

FREQUENTLY ASKED QUESTIONS

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ARC Details

Q: What is the Process?

A: Upon submitting an ARB form with your request for changes/modifications the Architectural Review Committee will take time to review your plans and determine if they comply with the governing documents and regulations as outlined by the developer. You will be notified of the decision to either approve or deny your request within 30 days of submission and involves a number of steps depending upon the details and specifications of your plans. When a decision is made, you will be sent an official letter from the association you can retain for your records.

Q: Where do I find the form?

A: The form can be found here: http://www.cmgcharleston.com/tranquil_docs/ARC%20REQUEST%20&%20GUIDELINES.pdf

Q: How do I get my plat?

A: The first place to check is your closing packet—you should have received a copy when you purchased your property. If you are unable to locate it there, contact your developer. If your builder or developer is no longer able to be reached, you can pay to have a surveyor create one for you. Check your local listings for a surveyor.

Q: Where do I send the form?

A: Tranquil Hill HOA

349 Folly Rd, Ste. 2B Charleston, SC, 29412

Email: TranquilHill@cmgcharleston.com Fax: 843-795-8482

Important Links

Community Page:

<http://cmgcharleston.com/tranquil-hill/>

CCR's:

http://cmgcharleston.com/tranquil_docs/Tranquil%20Hill%20CCR's%20combined.%20OCR.pdf

Contact Information (please keep your contact information up-to-date so we can keep you informed!):

<http://cmgcharleston.com/contacts/>

Dates to Remember

Annual Meeting Date:

The annual meeting is held in December of each year. All members will be notified at least 30 days in advance of the meeting.



Community
Management
Group

Street address:

349 Folly Rd

Suite 2B

Charleston, SC 29412

Phone: (843)795-8484

Fax: (843) 795-8482

<http://cmgcharleston.com/>

Tranquil@cmgcharleston.com

FREQUENT CONTACTS

Tranquil Hill

Insurance Information

Rob McEwen - Arthur J. Gallagher & Co.

843-972-4727

Rob_McEwen@ajg.com

Utilities Information

Electric Company Contact: SCE&G

1-800-251-7234 <https://www.sceg.com/>

Water Department Contact: Summerville CPW

843-871-0810 www.summervillecpw.com

Garbage Collection Contact: - Republic Services

843-552-4751

Other Information

Landscaper— New Leaf

Pool— Lowcountry Aquatics

Drainage/sewage issue— Summerville CPW

(843) 871-0810 www.summervillecpw.com

VIOLATION POLICY

Community Management Group is contracted by your Association to perform weekly inspections and to note anything that is in noncompliance to the Governing Documents and Enforcement Policy in place. Once a violation has been noted a courtesy notice is sent, if the same violation occurs a second time a second courtesy notice is sent. After the third occurrence fines begin to incur beginning at \$25 and doubling every 10 days thereafter until resolved.

<http://cmgcharleston.com/tranquil-hill/>