

# Community Handbook 2019



## Runaway Bay Homeowners Association, Inc.

*c/o Brownstone Properties, Inc.  
3270 Old Forest Road, Lynchburg, VA 24501  
Phone (434) 385-1025 ext. 18, Fax (434) 385-1026*

*Visit us online at [runawaybayhoa.com](http://runawaybayhoa.com)*



## Welcome

*Welcome to the beautiful Runaway Bay Community! Our neighborhood consists of 758 acres on Leesville Lake in Campbell and Bedford Counties in Virginia, approximately 35 miles south of Lynchburg, 45 miles east of Roanoke, and 45 miles north of Danville.*

*This Runaway Bay Community Handbook is intended to provide you with important information about our subdivision, but also useful information about the larger community in which we live. We hope you find this Handbook helpful. It is our desire to have a safe, friendly, and well-maintained neighborhood for the use and enjoyment of all who live here.*

*If you need assistance, please contact the Runaway Bay Property Management Company, Brownstone Properties, Inc., as follows:*

### *Points of Contact for General Operations, Questions, Concerns*

*Holly Snead*

*Email -- [hsnead@brownstoneproperties.com](mailto:hsnead@brownstoneproperties.com)*

*Phone -- 434-385-1025, Ext. 18*

*Jenny R. Woollett*

*Email -- [jwoollett@brownstoneproperties.com](mailto:jwoollett@brownstoneproperties.com)*

*Phone -- 434-385-1025, Ext. 11*

### *Point of Contact for Dues/Billing/Payment*

*Teresa Thomas*

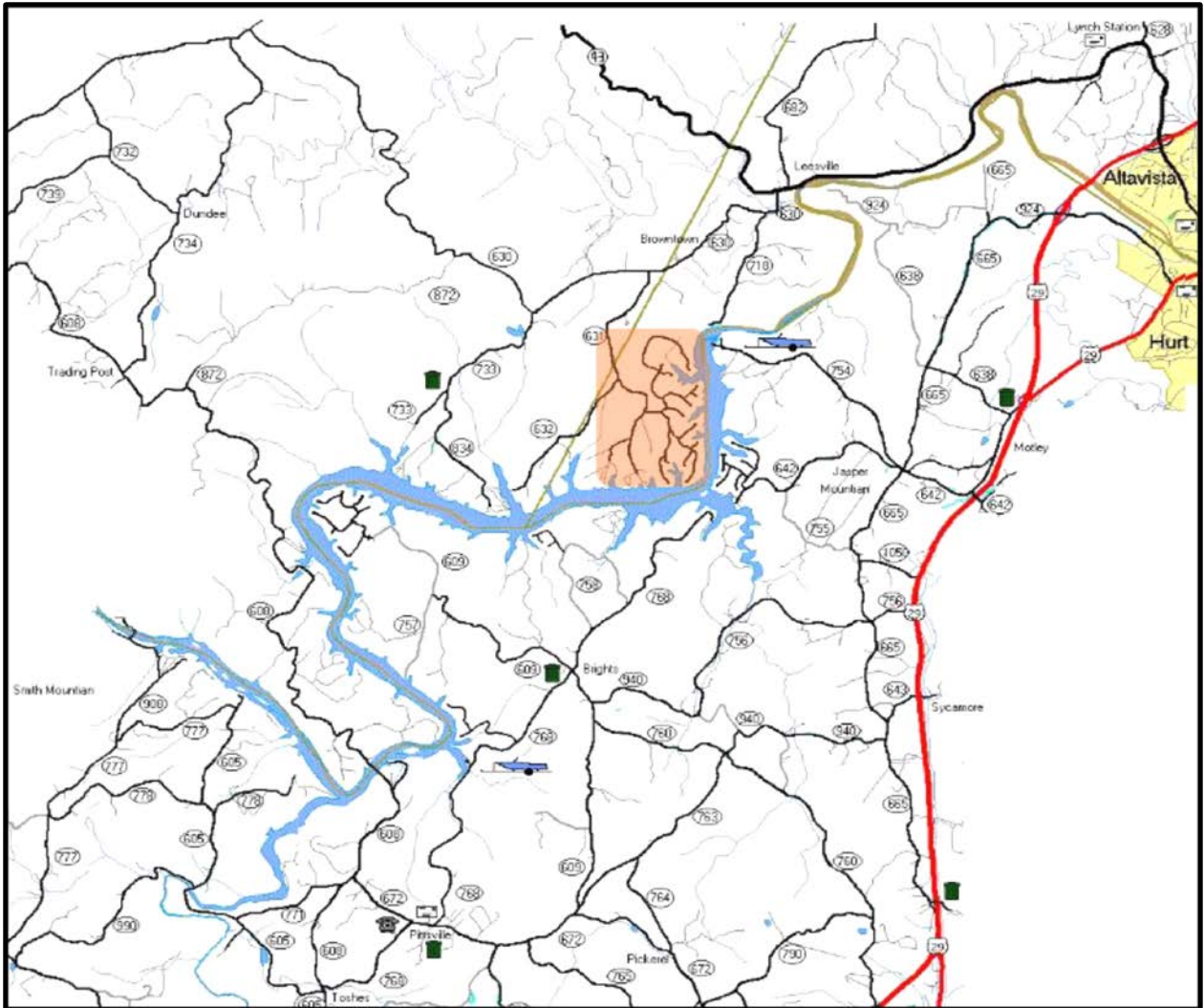
*Email address – [tthomas@brownstoneproperties.com](mailto:tthomas@brownstoneproperties.com)*

*Phone – 434.385.1025 Ext. 14*

## Table of Contents

Welcome . . . . .	3
Table of Contents . . . . .	4
Leesville Lake Map . . . . .	5
Runaway Bay Map . . . . .	6
Quick Reference Guide . . . . .	7
Architectural Review . . . . .	9
Committees . . . . .	11
Runaway Bay Utilities & Services . . . . .	13

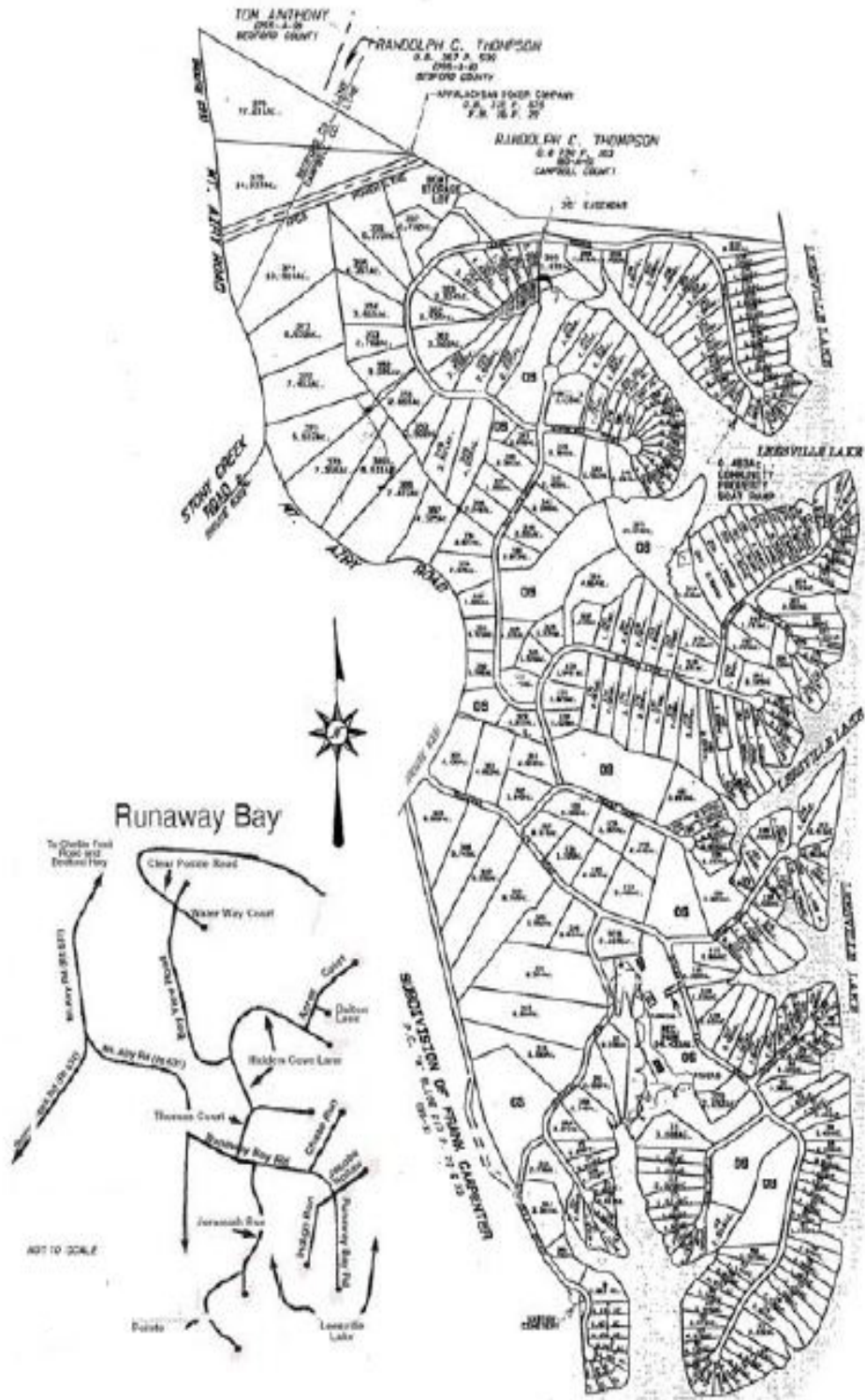
# Leesville Lake and Surrounding Area



Runaway Bay is highlighted in the orange box.



# Runaway Bay Lot and Street Map



## Quick Reference Guide

### Homeowners Association

Membership in the Runaway Bay HOA is automatic for legal owners of property within the community. We have 305 lots in Runaway Bay. The Runaway Bay HOA Board is comprised of individuals who must be property owners in Runaway Bay; they are elected by the membership to serve three-year terms. The Board is tasked with managing the affairs of the Runaway Bay HOA according to the voted on and approved Amended and Restated Declaration of Restrictive Covenants of Runaway Bay and the Amended and Restated Declaration of Covenants, Conditions, and Restrictions of Runaway Bay filed with the Campbell and Bedford County Governments. You may find both of these documents online at

<https://www.runawaybayhoa.com/p/Covenants--Restrictions>.

### HOA Common Areas and Property

The Runaway Bay HOA owns a percentage of the land in our community, known as Common Property. Essentially, if it's not someone's home and/or lot, then the HOA owns it. For example, the HOA owns the pond on Clear Pointe (sometimes referred to as the Interior Lake), the Pavilion area, and the Community Boat Ramp and Docks, as well as the Boat Storage Lot. These areas are for the use of home and property owners, but we must properly maintain and manage these assets. This means that we pay all bills associated with these areas, including electricity (for fountains, street lights, etc.) and grounds keeping (like flowers, grass mowing, tree/shrub grooming, etc.). Additionally, the HOA pays for cutting the grass bordering the 6.1 miles of paved roads in the community. Please note that snowmobiles, all-terrain vehicles (ATV's), off-road motorcycles/trail bikes, dune buggies, go carts, and any other motorized vehicle not authorized by Virginia law for operation on a public roadway or public grounds are not authorized for use on the roads or common grounds in Runaway Bay. Common Property is maintained for the enjoyment of all owners and their guests in Runaway Bay, and it is essential that we all be thoughtful and respectful of each other in using it.

### Roads and Streetlights

When the HOA was first formed, it was responsible for maintaining the 6.1 miles of paved roads in the subdivision. However, once these roads became part of Virginia's Secondary System of State Highways, the Virginia Department of Transportation (VDOT) assumed responsibility for needed repairs, snow plowing, etc. The Southside Electric Cooperative (SEC) owns the streetlights and the HOA pays the electric bill and reports any needed repairs to SEC.

## Security

While we do not live in a gated community, we do have certain measures in place to ensure that access to Runaway Bay amenities is preserved for the enjoyment of property owners and guests. Reservation of the pavilion, long-term use of docks at the community boat launch facility, and use of the boat launch and boat storage area are available to property owners in good standing (HOA dues are up-to-date and owners are not otherwise in violation of the governing documents).

**Pavilion:** The pavilion off of Runaway Bay Road is available for use by all property owners for personal events involving the property owners, their families and friends. However, Runaway Bay HOA sponsored events will always have priority, and property owners must schedule events with over ten attendees with the Runaway Bay Property Management Company. Full details on pavilion use are covered by Runaway Bay HOA Policy Resolution No. P10-01, which may be found at <https://www.runawaybayhoa.com/p/Resolutions>.

**Community Boat Launch Facility:** The Runaway Bay Community Boat Launch Facility, located off of Clear Pointe Run, is secured by a gate with a combination lock. Property owners may request the combination from the Runaway Bay Property Management Company. The combination is changed annually.

**Day Dock:** Runaway Bay HOA Policy Resolution No. P13-03 is in place to ensure equitable availability of the day docks at the community boat launch facility, located off of Clear Pointe Run, which is Common Property of the Runaway Bay Homeowners Association. While four of the slips are available for long-term use, all others are for day use only by property owners and guests. Owners may request long-term use through the Runaway Bay Property Management Company. The Day Dock Use Policy may be found at <https://www.runawaybayhoa.com/file/document/3068198870/cQXStRNF2U3TwPSA.pdf>.

**Boat Storage Area:** The Runaway Bay HOA Boat Storage Area, located off of Clear Pointe Run, is available for storage of boats, trailers, RVs, etc. The storage area is surrounded by chain link fence and secured by a gate with a combination lock. To use this area, owners must submit a vehicle registration form to the Runaway Bay Property Management Company and request the combination. The vehicle registration form may be found here: <https://www.runawaybayhoa.com/file/document-page/668964387/mUfonP5IV96XEknB.pdf>.



**Personal Property:** If a property owner is experiencing theft, vandalism, or noise pollution, etc., it is not the HOA's responsibility to pursue perpetrators. In case of any of the above situations, property owners should contact the Campbell County Sheriff's Office and file a complaint (non-emergency 434-592-9574 or 911 if emergency), or the Bedford County Sheriff's Office (non-emergency 540-586-7827 or 911 if emergency), as appropriate to your property location.

**Neighborhood Watch:** The Neighborhood Watch (NHW) Program is run independently of the Runaway Bay HOA, but the HOA helps by providing funding for NHW signs and publicizing the NHW Program. The NHW program has been active for many years working with the local Campbell County Sheriff's Office and has been very successful. Daily patrols of the entire neighborhood are done at random times, both during daylight hours and at night, and all suspicious activity is reported to the appropriate county sheriff's department. The NHW program membership includes the majority of Runaway Bay's full-time residents but non-resident property owners can also participate by reporting any thefts or suspicious activity to the appropriate sheriff's department as well as any member of the Runaway Bay NHW program or HOA. To volunteer to patrol, please send an email to [NHWatch@runawaybayhoa.com](mailto:NHWatch@runawaybayhoa.com) with your name, phone number, property lot number, and street address.

## Architectural Review

### General

As provided for by Article IV of the Amended and Restated Declaration of Covenants, Conditions, and Restrictions of Runaway Bay, the Runaway Bay HOA has an Architectural Review Committee (ARC) which is charged with "reviewing, approving, suggesting changes to, and rejecting plans and specifications" for "houses and other improvements to be constructed, erected, placed, or installed upon the lots in the Subdivision . . ." (<https://www.runawaybayhoa.com/p/Covenants--Restrictions>)

No house may be constructed or other improvement made without prior approval of the ARC. "The Committee's refusal or approval of plans may be based upon purely aesthetic considerations, which in its sole discretion the Committee shall deem sufficient, but approval shall not unreasonably be withheld." (Amended and Restated Declaration of Restrictive Covenants of Runaway Bay, <https://www.runawaybayhoa.com/p/Covenants--Restrictions>) The ARC will review plans for alignment with the governing documents referenced above, and may not direct additional restrictions except as outlined in those documents and directed by the Board; e.g., signs and mailboxes. Property owners should review these documents to ensure they understand the covenants and restrictions before submitting plans for approval.

Questions or requests for clarification may be directed to the ARC at [arc@runawaybayhoa.com](mailto:arc@runawaybayhoa.com). Additionally, property owners must comply with the building codes and permit requirements of the State of Virginia and Bedford or Campbell County, as appropriate.

Property owners must submit proposed plans to the ARC, comprised of an application and the complete construction plans and the plot plan. The plans must show the proposed location and elevation of the home, fences, walks, location and manner of construction of each driveway, location of the well and on-site and off-site septic, as appropriate, and details on any other proposed improvement; e.g., deck, patio, garage, swimming pool, etc. The proposed building plans and specifications must include exterior color, finish, and materials, as well as the location and type of any landscaping, shrubbery, and other plants, and any trees to be removed. The ARC application forms may be found at <https://www.runawaybayhoa.com/p/Forms>.

The ARC may take up to 30 days after physical receipt (either email or postal mail) of the plans to accept or reject them. Once the ARC provides written approval, construction may begin and must be completed in accordance with the approved plans.

Property owners should be aware that any actions regarding the shoreline, to include building docks, boat access ramps, removing trees or other vegetation, installing rip rap, or any other change, is subject to the terms and conditions of American Electric Power Company (<http://www.smithmtn.com/shorelinemgmt/Plan.aspx>). Permits may also be required by either Bedford or Campbell County.

## Signs

No rental, sales, or contractor signs are permitted within the subdivision, with the following exceptions:

- During construction or improvement of a property, the Contractor may display a small business sign that is four (4) square feet or less to facilitate delivery of materials. The sign must be removed not later than 30 days after a Certificate of Occupancy is issued.
- Property owners may display signs indicating that the property is covered by a security monitoring service, which may include contact information for that service.
- Neighborhood Watch signs may be displayed.
- For completed homes not receiving regular mail delivery, and without a mailbox, a 911 emergency address identification sign may be displayed.
- Real estate agents may display a small sign, 8" x 8", with a number and/or QR code. Additionally, agents may place small "flyer boxes" inside the owner's property line to make information about the property available to prospective

buyers. Such boxes should be no larger than required to hold a reasonable number of letter size flyers, and should not be brightly painted or otherwise stand out.

## Mailboxes

Mailboxes are subject to ARC approval by the covenants and restrictions noted above. Runaway Bay has a standard black mailbox and post which is prescribed for use by all property owners who build homes; it may be purchased through the Runaway Bay Property Management Company.

## Outdoor Clotheslines

Please note that you will find that the Runaway Bay covenants prohibit outdoor clotheslines. However, Virginia law voided this restriction subsequent to approval and filing of our covenants. Property owners may have an outdoor clothesline if desired, but placement/location must be approved by the ARC.

# Committees

## General

The Board of Directors establishes committees, which may be either standing or temporary, and recruits HOA members to serve on those committees. When possible, each committee will be chaired by a member of the board. The committee chair or representative will present a report of committee activities at each of the three HOA general meetings. Currently existing committees, all standing, are noted below.

**Architectural Review Committee:** This committee's main purpose is to review planned construction and improvement projects to ensure they adhere to the Runaway Bay HOA covenants and restrictions. The functions of this committee were previously outlined in this Handbook.

**Grounds & Maintenance Committee:** Duties of this committee include obtaining bids and reviewing contracts for grounds and maintenance, as well as recommending repair work needed to keep the community common property in good condition. This committee also makes recommendations for capital improvement projects to the Board of Directors.

**Safety & Security Committee:** This committee is charged to develop and publish recommendations for safety and security procedures for residents, and to make recommendations to the Board of Directors regarding the safety and security of HOA property. As appropriate, the committee maintains a working relationship with local Public Safety Officials, to include the Fire Department, Sherriff's Offices, and Emergency Medical Service entities. Members may also organize safety related seminars and events, as well as obtain and distribute safety information.

**Nominating Committee:** This committee is responsible for assisting the Board of Directors in determining the number of Director positions to be filled during the annual election, and for recruiting HOA members to run for those positions.

**Entertainment Committee:** This committee does not report to the Board of Directors, but meets to plan various social activities for the community throughout the year. Only the Annual Picnic is sponsored by the HOA and organized by the Board of Directors.

## Runaway Bay Utilities & Services

### Emergency Services

- Bedford County Sheriff: Emergency, 911; non-emergency, 540-586-7827
- Campbell County Sheriff: Emergency, 911; non-emergency, 434-332-9574
- Rescue Squad: 911

### Hospitals

- Centra Gretna Medical Center, <https://www.centrahealth.com/facilities/centra-gretna-medical-center>, 434-656-1274
- Centra Lynchburg General Hospital, <https://www.centrahealth.com/LGH>, 434-200-3000
- Centra Virginia Baptist Hospital, <https://www.centrahealth.com/VBH>, 434-200-4000

### Electric Service

- [Southside Electric Cooperative](#), 800-552-2118

### Telephone and DSL Internet Service

- [CenturyLink](#), Residential Support — 888-723-8010

### Other Internet Service

- Exede Satellite Internet, [www.exede.com](http://www.exede.com), 844-605-2426
- HughesNet, [www.hughesnet.com](http://www.hughesnet.com), 844-737-2700
- Unlimitedville, [www.unlimitedville.com](http://www.unlimitedville.com)

### Television

- DirecTV, [www.directv.com](http://www.directv.com), 888-777-2454
- Dish Network, [www.dish.com](http://www.dish.com), 888-701-9268

### Trash Disposal

Self-service at Campbell County transfer station on Rt. 711 in Lynch Station -- across from Walmart



## Propane

Runaway Bay does not have natural gas service. Propane delivery is available from these companies and others:

- Amerigas, [www.amerigas.com](http://www.amerigas.com), 888-852-7055
- Davenport Energy, [www.davenportenergy.com](http://www.davenportenergy.com), Chatham, 434-432-0251
- Foster Fuels, [www.fosterfuels.com](http://www.fosterfuels.com), 800-344-6457
- Suburban Propane, [www.suburbanpropane.com](http://www.suburbanpropane.com), Lynchburg, 800-776-7263
- Watts Petroleum, [www.wattspetroleum.com](http://www.wattspetroleum.com), Lynchburg, 434-846-6509

## Post Office

- Altavista: 700 Broad St
- Lynch Station: 969 Powell Rd

## Public Schools

- Campbell County Public Schools, <http://www.campbell.k12.va.us/>
- Bedford County Public Schools, <https://bedford.sharpschool.net/cms/One.aspx?portalId=1057261>

## Colleges & Universities

List of schools near Lynchburg, VA: <https://www.collegesimply.com/colleges-near/virginia/lynchburg/>

## Public Library

Staunton River Memorial Library  
500 Washington Street  
Altavista, VA 24517  
Phone: 434-369-5140

<https://www.altavistava.gov/about-us/visit-altavista/attractions/113-staunton-river-memorial-library.html>

## Newspapers

This is a list of some of the newspapers published in cities and towns within a reasonable distance of Runaway Bay; it is not intended to be all-inclusive.

- Altavista Journal, [www.altavistajournal.com](http://www.altavistajournal.com)
- Danville Register & Bee, <https://www.godanriver.com>
- News & Advance, Lynchburg, <https://www.newsadvance.com/>
- The Bedford Bulletin, [www.bedfordbulletin.com](http://www.bedfordbulletin.com)
- The Roanoke Star, <http://theroanokestar.com/>
- The Roanoke Times, <https://www.roanoke.com/>

## Runaway Bay Homeowners Association, Inc.

*c/o Brownstone Properties, Inc.*

*3270 Old Forest Road, Lynchburg, VA 24501*

*Phone (434) 385-1025 ext. 18, Fax (434) 385-1026*

*Visit us online at [runawaybayhoa.com](http://runawaybayhoa.com)*