



Shepherd Forest Civic Club

Resident Handbook

Updated 07/2021

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Houston, TX 77292-5282

Phone Number- 713.742.2470

Email - info@shepherdforest.org

Website- www.shepherdforest.org

[Find us on Facebook – Shepherd Forest](#)

Note: for an online version of this document, go to
www.shepherdforest.org/neighborhood-info.html

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Welcome to Shepherd Forest

Dear New Residents:

Welcome to our neighborhood and congratulations on the purchase, rental or leasing of your home. Over the coming months, we look forward to meeting you, whether it be chatting with you while walking in the neighborhood, seeing you at a Shepherd Forest Civic Club event, or interacting with you at another community activity.

The Shepherd Forest Civic Club (SFCC) is a nonprofit neighborhood organization. Our goal is to make Shepherd Forest a pleasant and attractive place to live. We typically meet on the 3rd Monday of each month, and voluntary membership is only \$20 yearly. The SFCC is governed by a board of volunteer directors who are elected by the community to oversee the daily functions and financial responsibilities of the Club.

Our mission is as follows:

To promote civic pride and neighborhood unity and to preserve and protect the quality of life and property values in Shepherd Forest, while upholding the subdivision deed restrictions and bylaws of our organization

This resident handbook contains useful information regarding the neighborhood and community. Our website (www.shepherdforest.org) also has useful information, and we recommend that you join our email list and/or Facebook Group to keep up to date on what's happening.

Again, welcome to the Shepherd Forest community. We look forward to you falling in love with this neighborhood as much as we have. We know you will find our neighborhood is a great place to live and we encourage your participation in our club activities and functions.

Sincerely,

Shepherd Forest Civic Club Board and Officers

Ways to Get Involved

Stay Informed

Check out the information on www.shepherdforest.org where you can find current and past newsletters, as well as other useful neighborhood information. While you are there, sign up for our email list and fill out the form to become a member. If you are on Facebook or NextDoor, find Shepherd Forest and join.

Attend a Meeting

The Civic Club typically meets on the 3rd Monday of each month. Check the website at www.shepherdforest.org, the Shepherd Forest Facebook page, or the monthly newsletter for location and details.

Join a Committee

Residents actively volunteering is what makes Shepherd Forest a great neighborhood- Consisting of dedicated resident volunteers managing civic club finances, maintaining deed restrictions, planning social events and more. Together, we maintain a community you can be proud of, and to which you can contribute your time and talents. Below are committees that are available for volunteers. To inquire about joining, contact us at 713.742.2470 or go to www.shepherdforest.org/get-involved.html and fill out the form.

Architectural Committee

This committee helps homeowners avoid conflicts with deed restrictions by reviewing plans for all construction and renovation that are also submitted to the City of Houston for the permitting process. For more information, consult your section's deed restrictions and the building application form located at www.shepherdforest.org.

Beautification Committee

Beautification projects include judging Yard of the Month, Halloween and Christmas decorating contests, updating neighborhood signage, organizing clean-up events, encouraging neighbors to care for their yards, planting trees in the area, and more.

Deed Restriction Enforcement Committee

This committee monitors and follows-up on compliance to the SFCC Deed Restrictions and city ordinances. They take input from residents, determine if violations have occurred, and work to get homes in compliance when necessary.

Deed Restriction Revision Committee

The committee collects notarized signatures from homeowners who wish to adopt the proposed deed restrictions and keeps track of the current names and other pertinent information of those who have signed. If the signatures, the committee will complete the process of changing the original deed restrictions for sections 1 and 2 to the adopted ones.

Membership Committee

This committee is tasked with increasing participation in the SFCC by managing membership campaigns, conducting surveys, and making sure people are available to accept new members at SFCC events.

Newsletter Committee

Our monthly newsletter, the *Shepherd Forest Times*, is written, managed, and distributed to the nearly 935 Shepherd Forest homes each month by volunteers, and it is a wonderful communication tool and source of pride for SFCC. Volunteers help write, design, distribute and deliver the newsletters

Security/Citizens on Patrol (COP) Committee

The Citizens on Patrol, administered by the Houston Police Department, maintains a presence in the neighborhood that deters criminal activity. This program includes volunteer resident patrollers, the vehicle sticker ID program, and communication with the Houston Police Department and other local law enforcement agencies. For more information about the COP program go to www.shepherdforest.org/citizens-on-patrol.html

Social Committee

This committee plans SFCC socials, typically at restaurants, on odd-numbered months throughout the year. The committee also helps organize and work at functions, including the Easter Egg Hunt, Annual SFCC Picnic, and the Christmas Party.

Website/Social Media Committee

This committee oversees our website, SFCC Facebook page, and NextDoor Shepherd Forest information. They publicize our events and make sure that our website is updated regularly. If you are into technology, this committee may be the right fit for you.

Welcome Committee

The Welcoming Committee is tasked with welcoming new residents and personally inviting them to become involved. They make welcome packets and distribute them, along with the SFCC handbook, to our new neighbors.

2020 -2021 SFCC Committee Chairs

Committee	Chair
Architectural	Bid Nutt
Beautification	Open
Deed Restriction Revision	Delinda Holland
Membership	Jeanne Gebo-Wilson
Newsletter	Delinda Holland
Security/COP	Paul Berry
Socials	Kim Syrinek
Website/Social Media	Jeanne Gebo-Wilson
Welcome Committee	Lauren Harry
Deed Enforcement	— Open

If you are interested in being chair of one of these open committees or volunteering to serve on a particular committee, please contact the board at info@shepherdforest.org.

Join the Board

SFCC has a board of up to nine member including president, vice president, treasurer, secretary, and five board members. The board of directors and officers are elected at the September SFCC General Meeting. In addition to leading committees, the board members attend monthly meetings and provide input and guidance in SFCC activities. They also serve as chairs of various committees.

If you are interested in serving as an officer or board member, please contact us. For more information on board responsibilities and requirements, see the SFCC bylaws at www.shepherdforest.org/neighborhood-info.html

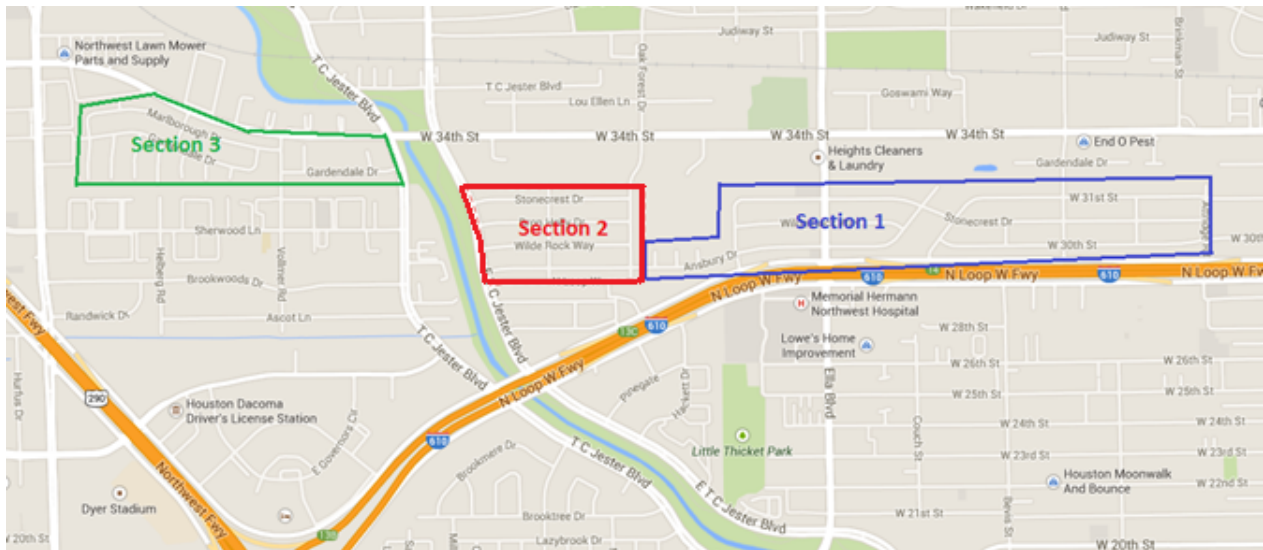
2020 -2021 Executive Board

President	Patricia Williams (Sec. 1)
Vice President	Bid Nutt (Sec. 3)
Treasurer	Melody Bass (Sec. 3)
Secretary	Open
Board of Directors	Delinda Holland (Sec. 2)
	Paul Berry (Sec. 3)
	Amanda Schnell (Sec. 3)
	Jeanne Gebo-Wilson (Sec. 2)
	Michael Donovan (Sec. 2)

Neighborhood Information

Section Map

Shepherd Forest is divided into three sections totaling 935 homes.



Garbage, Recycle and Heavy Trash Collection

Curbside recycling, garbage and heavy trash collection services are provided by the City of Houston. Shepherd Forest spans two zip codes, 77018 and 77092. The best way to determine the schedule at your address is to call 3-1-1 or visit:

www.houstontx.gov/solidwaste/treewaste.html

Area School Information

We are in the Houston Independent School District (HISD). To identify which school your address is zoned, visit HISD's School Zone Search Tool: www.houstonisd.org/domain/33614

Public

Section 1 - Garden Oaks Elementary (713) 696-2930 www.houstonisd.org/Domain/1872

Section 2 - Oak Forest Elementary (713) 613-2536 www.houstonisd.org/Domain/12652

Section 3 - Stevens Elementary (713) 613-2546 www.houstonisd.org/Page/44963

Black Middle School (713) 613-2505 www.frankblackmiddleschool.org

Waltrip High School (713) 688-1361 www.houstonisd.org/waltrip

Private

St. Rose of Lima Catholic School (PK-8) 713-691-0104 www.stroselima.org/school/home

Lutheran High North 713-880-3131 www.lutheranhighnorth.org/

Helpful Contact Info

General	Number	Website
Trash/Junk/Tree Waste Service	713-837-0311	www.houstontx.gov/solidwaste/
311 - Service Directory & Requests	311	www.houstontx.gov/311/
HPD & Fire Emergency	911	www.houstonpolice.org
HPD & Non-Emergency	713-884-3131	www.houstonpolice.org
Precinct 1 Constables Office	713-755-5200	www.pct1constable.net/
CenterPoint (Gas)	713-207-2222	www.centerpointenergy.com
Electric, Cable, Internet - Refer to your specific provider		
Texas Department of Transportation	713-802-5000	www.txdot.gov/
Poison Control	800-764-7661	www.poisoncontrol.org
Animal Control	281-999-3191	www.houstonanimalcontrol.org/harriscounty.html
Memorial Herman Greater Heights Hospital	713-867-2000	www.memorialhermann.org/locations/heights/for-patients-and-visitors/
Oak Forest Library	832-393-1960	www.houstonlibrary.org/location/oak-forest-neighborhood-library
Post Office - Judiway	713-686-3544	www.usps.com
The Leader - Local Newspaper	713-686-8494	www.theleadernews.com/
Metro	713-635-4000	www.ridemetro.org/Pages/index.aspx
Council Member - District A (3)	832-393-3010	www.houstontx.gov/council/a/
Council Member - District C (1 & 2)	832-393-3004	www.houstontx.gov/council/c/
YMCA	713 -869-3378	www.ymcahouston.org/locations/harriet-and-joe-foster-family-ymca

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Deed Restrictions

Shepherd Forest is a deed restricted neighborhood. Deed restrictions protect your investment and protect the character of Shepherd Forest. They ensure that we have uniformity in building codes. All three sections have a separate, yet similar, set of deed restrictions. Sections 1 and 2 currently have the original deed restrictions that were created at the inception of the neighborhood. Section 3 homeowners ratified an updated version of their deed restrictions. While deed restrictions vary by section and each has unique wording, there are common deed restrictions to all sections. Most violations occur when a resident builds or remodels and is not aware of the building setback lines. We encourage you to familiarize yourself with them, but if you have any questions, please feel free to email or call us.

The deed restrictions can be found at www.shepherdforest.org/deed-restrictions.html.

Architectural Review Process

If you plan to remodel your existing home or build a new home on your lot, the City of Houston requires that you obtain prior approval from your civic club to ensure that your plans will not violate the set deed restrictions of Shepherd Forest. This step allows for a smooth building process and avoids potential lawsuits from the City of Houston Legal Department. The City of Houston wants to ensure that building permits do not violate any of the following provisions of deed restrictions: authorized use of property; no authorization for garage apartment; front setback; side/interior setback; rear setback; side street setback; minimum/maximum lot size; minimum/maximum building size; number or type of structures on a lot; and height of structure on a lot. If you plan on building or remodeling on your lot, please fill out the building application form in the quick links section at www.shepherdforest.org

Parking Primer

As a Civic Club, we hear complaints from residents about all kinds of things. One of the most prevalent issues has been parking, and the way some neighbors park their vehicles in unsafe, and sometimes illegal, places. Here are some common violations, and the City of Houston fines that accompany them.

In driveway parking- We hope all cars are parked in driveways, but this may cause a car to be parked across and block a sidewalk. According to HPD, although your driveway may extend to the sidewalk, the sidewalk is the public right-of-way. A blocked sidewalk may force a pedestrian into the street with their back to the traffic. (\$40 fine)

Parking on the street- Key considerations:

- Houston Code of Ordinances Sec. 26-93 that states “A car should not remain parked for more than 24 hours on the public road. This helps to prevent the neighborhood blight created by junked and abandoned cars.” (\$30 fine)
- Houston Code of Ordines Sec. 26-85 states: “A driver who stops or parks on a two-way roadway shall do so in the direction of authorized traffic movement with the right-hand wheels of the vehicle parallel to and not more than 18 inches from the right-hand curb or edge of the roadway.” (\$40 fine)
- Houston Code of Ordinances Sec. 26-84 states: “No person shall park any vehicle upon a street or alley in such a manner or under such conditions as to leave available less than ten feet of the width of the roadway for free movement of vehicular traffic.” (\$40 fine)
This means to avoid parking such that you block the people across the street from getting out of their driveway.
- Important distances: Fire hydrant- 15 feet (\$105 fine), Crosswalk- 20 feet (\$40 fine), Stop sign or traffic signal- 30 feet (\$40 fine)

Parking on unimproved surfaces- Shepherd Forest is also part of the City of Houston’s Prohibited Yard Parking program. This means that parking of vehicles on any unimproved surface in the front or side yard within single-family residential areas is prohibited (up to \$150 fine per day).