

Rancho Madera Homeowner's Association

Rules and Regulations

Date: August 2008

The following Rules and Regulations have been adopted by the Board of Directors, through the authority provided to the Board by the Association's Covenants, Conditions, and Restrictions (CC&Rs). Remember, Rules and Regulations in the Rancho Madera Homeowners Association are for your benefit. When you and the community abide by and respect these rules, we can achieve the peace and harmony we all want. Respect for the Rules and Regulations, also enhances and increases your property values. Please do your share in keeping Rancho Madera Homeowners Association a great and desirable community to live in.

The success of our community depends largely upon the cooperation of *all* Homeowners in following the Rules and Regulations. Also, neighborly consideration is of utmost importance when we live in close proximity with each other. Respect your neighbor's space and rights.

These Rules and Regulations state, in simplified language, legal restrictions and general information from your (CC&R's) regulating living in Rancho Madera. OWNERS WHO RENT THEIR PROPERTY MUST FURNISH THEIR TENANTS WITH A COPY OF THESE RULES. Copies are available by printing from the website or obtained from the management company.

Each Owner and Occupant is urged to observe these rules, and to report to our management company any violations committed by others to make our community a better and more desirable place in which to live. Concerns should be presented in writing and sent to The Emmons Company for attention. If so requested, the identity of the complainant will be maintained anonymous.

GENERAL RULES

1. Single-Family

Each residence shall be used exclusively for single-family residential purposes.

2. In Home Business

No trade or business will be conducted or carried on upon the Property or in any building or other structure erected thereon, except that an Owners or occupant residing in a Unit may conduct business activities within the Unit so long as:

- a. The business activity conforms to all zoning and land use requirements for the Property with all local, county and state laws.
- b. No external evidence thereof, including, but not limited to any increased impact on parking.
- c. The business activity is consistent with the residential character of the Association and does not constitute a nuisance, or a hazard or offensive use, or threaten the security or safety of other residents of the Association.

3. Nuisance

No Owner or Occupant shall permit or engage in offensive or illegal activity. No residence shall be used in such a manner as to obstruct or interfere with the enjoyment of the occupants of other properties, or annoy them by unreasonable noises or disturbance, nor shall any nuisance be committed or permitted to occur in any residence or upon the common area of the Association property. Unreasonable noises shall be defined as loud music, loud noises occurring from social gatherings, excessive or unreasonable noises occurring from children or adults in the residence and other such disturbances coming from any occupant on the property.

4. Solicitors Materials

It is the responsibility of the residents to remove any throwaway papers and advertising material left on their property.

5. Outside Clotheslines

No portion of any of the Property shall be used as a drying or hanging area for laundry of any kind unless the area is fully screened by fencing or landscaping from view from adjacent property or streets. Drying of clothes or towels on open garage doors, walls, gates or balconies is not permitted.

6. Window Air-conditioner Units

Window air-conditioner units are prohibited when viewable from the street or adjacent property.

7. Antenna

No radio or TV antenna may be installed or erected upon the exterior of any residence or upon the Common Area. Satellite dishes 1 meter or less in diameter are permitted but require prior written approval of the Architectural Control Committee before installation and must follow Association guidelines as to location etc. An ACC Form must be submitted.

8. Walkways and Sidewalks

Obstruction of walkways, sidewalks and entranceways is prohibited. Trees, bushes and landscaping must be trimmed back. Entryways, walkways and sidewalks should remain clear at all times.

9. Exterior and Windows

Each Owner or Occupant is responsible for maintaining the exterior of their residence and front and rear yards in good condition and repair. All window coverings visible from the exterior must be maintained in good condition. Foil, cardboards, sheets or blankets are not acceptable window coverings.

10. Owner Responsibility

Repair of damage to any common area property, caused by an Owner or Occupant, family and/or guests, or by employees, agents and/or contractors, shall be at the sole expense of the applicable Owner. Each Owner is ultimately responsible for the actions of those residing in the residence and **guests** and is financially responsible for any penalties imposed as a consequence of these actions. (This includes, but does not limit noise, nuisance and general consideration of other residents.)

11. Street Access

Streets and/or cul-de-sacs may not be blocked off or objects placed upon as to impede traffic access to use for any purposes. Streets are not designated for play or sports activity.

12. Play Structures and Sports Equipment

- a.** Basketball hoops are to be kept to the rear of the driveway, when in use, not on the curbside and cannot block walkways. The basketball hoops must be maintained in good order and appearance and stored out of view when not in use.
- b.** Play Sets – including, but not limited to: swing sets, jungle gyms, skateboard ramps, play houses and outdoor toddler furniture shall be restricted to the back yard of a unit. Any play set which will be visible from street or other residence, must be concealed by privacy fence and must have advance ACC approval. Play sets must be maintained in good order and appearance.
- c.** All toys are to be stored out of view when not in use.

13. Decorations

Holiday lighting and decorations must be removed within 30 days after the holiday.

14. Fireworks

The possession and/or use of any fireworks- including sparklers- is illegal in the city of Simi Valley and the use of same is prohibited in the Association. Anyone found in possession of fireworks may be fined. You may also face prosecution, with fines for fireworks violations which are designated by the County ordinance. To report a fireworks violation call the Fireworks Hotline (805) 583-6151 and provide a tip anonymously.

15. Garage Sales

Garage sales are sanctioned only as an Association group effort.

- a.** A Community Garage Sale will be scheduled at least once yearly.
- b.** Advertising costs for the event will be paid for by the Association according to the budget set forth by the Board. Residents are free to run additional ads at their own expense.
- c.** All signage will be handled by the Board of Directors with the exception of One sign not to exceed 16 x 16 inches to be placed on the owner's lot only – not upon common or City owned areas and only placed or posted on and/or during the day of the event.

16. Signs

Signs are prohibited in common areas except those authorized by the Association. Following are the rules for all signage on Owner's lots.

- a.** One "For Sale" or "For Lease" sign not to exceed 18 x 24 inches may be posted on the owner's lot, when appropriate, but must be removed within 5 days of close of Escrow or end of listing.
- b.** No Trespassing, Crimewatch, Beware of Dog/s and Alarm Company signs are also allowed, but not to exceed 12 x 12 inches.
- c.** Political signs are not to be erected 30 days before election date and are to be removed 5 days after close of elections and must not exceed 16 x 16 inches.
- d.** All yard-art signs need ACC approval unless blocked from street view. You must

fill out an ACC form for submittal prior to display, if viewable from street or curb, except for Holiday decorating signs.

STREETS AND PARKING

1. Vehicles

All passenger vehicles in use by any Owner or Occupant may be parked in their garage, driveway or the street. Washing of cars is permitted; however, detailing should be done in garages. No automobile repairs or maintenance is permitted in driveways or streets and should be done inside garages.

2. Recreational Vehicles

No trailer, camper, boat, jet skis or other recreational vehicle shall be parked on the Association premises. Except for loading and unloading and should not extend a period of 72 hours (unless it is inside a garage).

3. Blocking Access

No vehicle belonging to an Owner or guest shall be parked in such a manner as to impede or prevent ready access to another Owner's garage or walkway. There is no unattended parking in front of the mailboxes to allow for Post Office and Homeowner access.

4. Commercial Vehicles

Residents may not park commercial vehicles, rental vans or trucks on any street or driveway or common area within Association property except for temporary loading and unloading of said vehicles. City and Local Street Parking laws are applicable.

5. Non-operable Vehicles

Stored, non-drivable, "project" or "For Sale" vehicles shall not be parked in driveways or streets and must be parked in the garage.

GARAGES

1. Garage doors

No garage doors may be left open, while not in use, for security and aesthetic reasons.

2. Garage Use

No activity inside the garage may cause nuisance to neighboring residents. This includes excessive fumes from projects or noise from tools.

PETS

1. Pets

No horses, cattle, swine, goats, poultry, fowl or any other animals not commonly considered household pets shall be kept on the property. Under no circumstances shall any commercial or business enterprises involving the use, care or treatment of animals be conducted on the Property

without the express prior written consent of the Board. PET BREEDING IS STRICTLY PROHIBITED.

- a. As required by County and City ordinances, dogs must be kept on a leash or confined within the Owner's property. If any pets become a general nuisance (e.g. barking dogs), restrictive action will be taken. A stray animal or one causing nuisance will be reported to Animal Regulation.
- b. The pet owner is responsible for the behavior of the pet and for any damage to shrubbery or lawn, etc. When outside the residential lot, all leash-able pets shall be walked using a leash or other restraining harness. No pet shall be allowed to roam unattended. People walking pets are responsible for removing droppings.
- c. The Association, upon the approval of a majority of the Board, shall have the right to limit the quantity of pet(s) per unit or prohibit maintenance of any animal within the HOA which constitutes a nuisance to the HOA.
- d. Every person bringing an animal upon or keeping an animal in the HOA governed area shall be liable to each and all persons for any injury or damage to persons or property caused by such animal. (As per the Association's CC&Rs and pursuant to the laws of the State of California.)

2. Pet Housing

No structure for housing any animal shall be visible from the street or adjacent property.

ARCHITECTURE AND GROUNDS

1. Structural Improvements/Changes/Modifications

No structural changes or improvements which alter the exterior appearance of any residence, including screen doors, patio covers, pet fences, awnings, sunshades, etc., may be made without prior approval of the Architectural Control Committee. This includes any minor installations or apparatus affixed or attached to any exterior wall or fence. The only exception to this rule allows for the installation of a standard flagpole holder on the fascia board to display our National flag.

- a. Review the ACC Guidelines & Rules, print out an ACC Request Form from the website ranchomadera.org or contact Management to have a copy mailed. Submit the ACC form, with sketch/plans and samples, if appropriate, to the management company. Owner will be notified if a Committee site inspection is required to complete the approval process. The ACC will respond within 45 days, or less.
- b. Each request will be considered on an individual basis. The fact that a similar structure has been installed does not indicate automatic approval. The Committee's decision will be determined by the location and general features of the HOA governed area; how it may affect the rights and /or privacy of neighbors; and how it conforms to the architectural harmony of the Association.
- c. In the event a Homeowner disputes a decision made by the ACC, Homeowner may

appeal the decision in writing to the Board of Directors within 15 days of ACC decision. All decisions of the Board of Directors regarding such appeals shall be final and binding.

2. City Codes and Permits

ACC approval does not signify in any way, that the change, alteration, addition or improvement meets with the building codes of the City of Simi Valley. It is the sole responsibility of each property owner to determine if City approval and or permits are required prior to commencing work.

- a. Building permits should be obtained for any construction that is included in the building codes of City of Simi Valley.
- b. The City has requested that any Association homeowner requiring a building permit **FIRST OBTAIN COMMITTEE APPROVAL BEFORE APPLYING FOR A CITY PERMIT**
- c. It does not mean you will receive automatic Committee approval should a permit be obtained before or without submitting your plans to the Committee.

3. Painting

Management must be notified of all painting projects. ACC application is necessary for all color changes. All exterior painted surfaces must be maintained and kept in good appearance.

4. New Owners

Owners are required to make any and all repairs to exterior landscaping within 30 days from occupancy. ACC approval of all hardscape changes is required. Repair and replacement of softscape, i.e., grass, flowers, living plants, etc., does not require prior ACC approval.

5. Lawn Ornaments and Features

All lawn ornaments and features visible from the street, but not limited to rocks, stone/rock edging material, statues, figurines, bird baths, ponds and fountains must have advance ACC approval. The ACC reserves the right to limit the number, size and location of such items.

6. Lawn and Landscape Maintenance

All landscaped areas including, without limitation, lawns, shall be maintained in live, healthy and growing condition, properly watered and trimmed. Any planting of grass, shrubs or trees, which die or are badly damaged, shall be replaced with sound, healthy plant materials, which shall also be subject to all maintenance rules.

- a. Proper maintenance of the lawn and landscaping include but are not limited to mow, edge, trim, fertilize, irrigate, treatments of herbicide and pesticide and removal of weeds is to be completed as the conditions necessitate.

UTILITIES

1. Trash is collected each Monday. Trash Containers should be placed **ON THE STREET** up against the curb – and **NOT ON THE SIDEWALKS**. Sidewalks should remain clear at all times. Trash containers should be placed out no earlier than Sunday evening and should be taken in no later

than Monday evening. Trash Containers are to be stored behind homeowner's side gate and out of street or curb view.

INSPECTIONS, INFRACTIONS AND REPORTING

1. Inspections

The management company performs routine property inspections to assess the common area maintenance and which may include specific areas of concern and/or complaints.

2. Infractions

Any resident who, knowingly or unknowingly, does not abide by the CC&R's and these Rules and regulations shall be notified of an infraction (process and structure below).

3. Reporting

The Board of Directors is not a policing agent for the Community. Every Owner *IS* the Association and thus owns 1/75th of the common areas. It is every homeowner's equal responsibility to keep the Association looking as it should. Be a good neighbor and keep a lookout for your neighborhood and report any crimes to the authorities.

- a. If you witness violations of our CC&R's and/or Rules and Regulations you should notify Management Company in writing via regular mail or by email on the website at **ranchomadera.org**.
- b. If there are criminal problems like vandalism, theft, trespassing, threats, noise and traffic issues, etc. call the police at 805-583-6950.
- c. If you have inquiries or need maintenance assistance, you may call The Emmons Company at 805-413-1170.

PENALTY ASSESSMENT STRUCTURE

1. The following categories will be used as a guideline to determine fines to be levied against owners determined to be in violation:
 - a. First Offense - Warning Letter
 - b. Second Offense - \$25 Assessment
 - c. Third Offense - \$50 Assessment
 - d. Fourth Offense - \$100 Assessment
2. Parking violations are to be rectified within forty-eight (48) hours. Other violations are to be rectified as defined in the violation notice received from the Board of Directors.

THE BOARD OF DIRECTORS RESERVES THE RIGHT TO AMEND ANY AND ALL OF THESE REGULATIONS AT ANY TIME. IF DISPUTED, THE DECISION OF THE BOARD OF DIRECTORS WILL BE FINAL AND BINDING FOR ALL PARTIES.