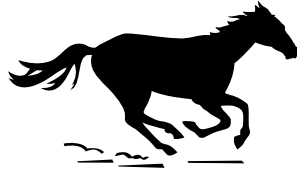


# HOPETOWN HOMEOWNERS ASSOCIATION



## *Rules and Regulations*

### INTRODUCTION

These Rules and Regulations have been adopted to serve the interest of all residents of Hopetown. They are intended to be in accord with the CC&Rs. Should a conflict occur, the CC&Rs take precedence.

Please review these Rules and Regulations and keep them handy for periodic reference. Hopefully, you can find the answers to any questions you may have herein. If you cannot, please feel free to contact our Management Company who can be reached at:

Anchor Community Management  
P.O. Box 3237  
Camarillo, CA 93011-3237  
805-388-3848 ⚡ fax: 805-388-0856 ⚡ [www.anchorcommunitymgt.com](http://www.anchorcommunitymgt.com)

### RULE VIOLATIONS

Sometimes it is alleged that a resident may have violated a community rule. A violation complaint must be submitted in writing and include the following: time, date, location, nature and, if possible, the resident(s) responsible for the violation. After a complaint is submitted to the Management Company, the resident is given the opportunity to offer their side of the story. If it becomes necessary to uphold a violation against a resident, the following procedure will be followed, except where noted:

- 1st violation - Warning Letter
- 2nd violation of the same rule within a twelve (12) month period - \$50.00 fine
- 3rd violation of the same rule within a twelve (12) month period - \$100.00 fine
- 4th and subsequent violation of the same rule within a twelve (12) month period - \$100.00 fine and possible legal action

**Collection** Collection of fines and legal fees will be added to the monthly statement and are due and payable immediately.

## **ENFORCEMENT PROCEDURE**

1. A violation complaint must be made in writing, signed and submitted to the Management Company. A "Notice of Violation" (warning letter) will be mailed, by the Management Company, to the homeowner. This letter has no fine attached.
2. The homeowner must respond in writing to the Management Company within ten (10) days of the "Notice of Violation," indicating compliance, or a request for appeal at the next scheduled Board Meeting. Failure to correct the violation or to respond in writing or appear at the appeal may result in a fine. The minimum fine will be \$50.00. (NOTE: Only the homeowner may appeal a violation.)
3. An appeal hearing will be held by the Board, at the next regularly scheduled Board Meeting, following the homeowner's request for appeal. It is incumbent upon the Board to act on any appeal on its agenda at the next scheduled Board Meeting or the alleged violation will be dismissed. The homeowner will be advised of the Board's decision in writing.

## **Privacy**

Excessive noise is not allowed, as it can be a nuisance to your neighbors. Noise will be considered excessive (by a reasonable interpretation) if your neighbors complain. Be particularly considerate of your neighbors when playing radios, stereos, televisions or musical instruments.

## **Pets**

1. Pets should be kept and cared for, in such a way, that neighbors are not disturbed or annoyed by them.
2. All dogs must be leashed within the common areas. Animals not under control by their owners, in the common areas, may be turned over to the Department of Animal Regulations.
3. Pets are not allowed to deposit any waste in the common areas or any other homeowner's yard. Should this occur, the person responsible for the pet must clean up the waste immediately.
4. The Board reserves the right to request immediate removal of any pet that is a nuisance or a threat to other residents.

## **Walkways and Common Areas**

1. Garbage (cans, bags, boxes) may be placed in collection pick up area for a reasonable period (not to exceed twenty-four (24) hours before or after scheduled collection hours).
2. Garbage (cans, bags, boxes) is to be stored out of visual sight from the front of the homeowner's home.

3. Bicycle riding, roller-skating, roller-blading and/or skateboarding are not permitted on walkways, driveways, common areas or retention basins.
4. Football, baseball or other similar games are not permitted in the common areas.
5. No climbing of trees within the common areas.
6. Tampering with sprinkler heads, in common areas is not permitted.
7. Littering is not permitted.
8. No sign, billboard, banner, poster or other marketing or adverting structure or device will be permitted for display, to the public view, on any part of the Association property or from any residence except signs relating to a lot for sale, rent or for exchange.
9. Storage of personal items in common areas is not permitted.
10. Usage of common area water faucets for personal use is not permitted.
11. No resident may enter any retention basin.
12. Dumping or disposal of any material, in retention basin by any resident is prohibited.

### **Parking and Traffic**

**Note: All streets within Hopetown are public and are subject to all applicable laws, ordinances and statutes of the City and the County. Standard passenger vehicles, including, without limitation, automobiles, standard sized passenger vans, and pickup trucks having a payload capacity of one ton or less shall be deemed to be “authorized vehicles,” which may be parked in any portion of Hopetown intended for parking of motorized vehicles.**

1. The maximum speed limit within the entire community is 35 mph, however with many children in the community please drive slowly and be cautious.
2. No storage of vehicles on the street is permitted. Storage will be defined as the parking of a vehicle in any one location, without being moved, for a period of 72 hours or more. Non-operational vehicles must be parked in the garage.
3. Vehicles parked on streets must be parked in the direction of traffic flow.
4. Storage or parking of commercial-type vehicles (e.g., stake bed trucks, tank trucks, dump trucks, concrete trucks, etc.) is prohibited. Such vehicles may be parked for a brief period for loading, unloading, or making deliveries.
5. Storage or parking of recreational vehicles (e.g., motor homes, travel trailers, campers, camper vans, jet-skis, boats and/or boat trailers, etc.) on streets or driveways is prohibited. Such vehicles may be parked for a brief period (not to exceed 48 hours) for loading, unloading, making deliveries or making emergency repairs.
6. Service vehicles may park in streets or driveways only while service is being done, but in no instance may be parked overnight.

## **Driveways and Garages**

1. Automotive repair is permitted only in garages.
2. Garage doors and gates must be closed unless the homeowner/resident is in attendance.
3. Hanging or drying of any material (clothing, etc.) from open garage doors or any part of the unit is prohibited.
4. Storage of open containers of gasoline, paint products or any other volatile chemicals in a garage is prohibited.
5. Fluid leakage from vehicles is not permitted on streets or driveways. If fluid leakage occurs, the owner of the vehicle must clean up the leakage immediately, or the Association will arrange for clean up and bill the vehicle owner, directly.
6. Garage and/or moving sales are limited to once per year, per residence. Notice must be provided to the Board, in writing, at least seven (7) days in advance.
7. Storage of unsightly material is prohibited.

## **Patios and Balconies**

1. Structural alterations are subject to review by the Architectural Control Committee and are to be acted upon by the Architectural Control Committee within forty-five (45) days from the date of original submission.
2. Constantly visible storage of an unsightly nature is prohibited. This includes towels, clothes, mops, brooms, bicycles, cleaning items, excess furniture, etc.
3. Clothes, towels, rugs, draperies, etc., shall not be hung on railings, fences, or other contrivances within view of other homeowners.
4. Weeds must be controlled so that they are not visible to other homeowners. Trees and shrubs must be trimmed away from roofs and walls.

## **Architectural**

1. Any exterior or structural alteration(s) must be approved **prior** to the alteration, by the Architectural Control Committee. A form for approval is available from the Management Company, and upon receipt from the requestor, will be forwarded to the Architectural Control Committee for approval or disapproval. Any action taken by the Architectural Control Committee will require the written approval of a majority of its members. The Architectural Control Committee will notify the requestor of approval, disapproval and/or the need for additional information, that may be required. Plans and resubmittals shall be approved or disapproved within forty-five (45) days. Failure of the Architectural Control Committee to respond to a submittal or resubmittal of plans within such period will be deemed to be an approval of the plans as submitted or resubmitted.
2. Approval by the Architectural Control Committee does not constitute approval by the City of Simi Valley, nor does approval by the City of Simi Valley constitute approval by the Architectural Control Committee. Residents are to be aware that alterations to their home

must adhere to the building codes imposed by the City of Simi Valley. Final approval by the Architectural Control Committee will not be granted without the proper City permits.

3. All submissions to the Architectural Control Committee must be in writing. Your plans may be professionally drawn or handwritten. Describe your project, detailing on the plan where it will be located, provide size, dimensions, materials, and colors to be used. Location and species of plants and trees must also be included. All plans must be submitted in triplicate along with a completed Architectural Approval Application.
4. Following are examples of architectural improvements that may be considered, based on their conformance to the aesthetic consistency of the community:
  - a. Patio enclosures, patio covers, and/or sunshades
  - b. Outdoor carpeting (subject to color approval)
  - c. Lattice work
  - d. Outside shelves
  - e. Screen doors
  - f. Rain gutters
  - g. Additions to fences, i.e., windscreens, wood extensions
  - h. Stained glass windows
  - i. Brickwork on walkways or patios
5. The following additions or alterations are prohibited:
  - a. Mirrored window film, aluminum foil, etc.
6. If an architectural change is made without approval of the Architectural Control Committee or an inconsistency is noted, the owner will have forty-five (45) days to remove the change/inconsistency or appeal to the Architectural Control Committee, whose decision will be final.
7. All house address lights must be operational, at all times.

### **Lease/Rental of Homes**

1. No owner shall be permitted to rent or lease his lot for transient or hotel purposes, or for a period of less than thirty (30) days. No owner may rent or lease less than the entire lot.
2. Documents required:

Any homeowner who wishes to lease or rent their home shall provide the Association's Management Company with all of the following items not less than fourteen (14) days before the intended date of the lessee's occupancy:

- A. A copy of the Association's Tenant Rule Abidance Agreement (TRAA) must be properly signed and dated by both the lessor and lessee. The lessor must provide to the prospective lessee a current copy of the Association's CC&Rs and Rules and Regulations, and the lessee must indicate that he/she has received and read the CC&Rs and Rules and Regulations, and that he/she is willing to fully abide by them, by signing the lessee's portion of the TRAA. Without both signatures on the forms listed in item (b) below, no tenancy will be granted by the Association. Copies of the TRAA can be obtained from the Management Company.

- B. A copy of the properly completed lease/rental agreement, signed by both the lessor and the lessee, must be submitted to the Association's Management Company together with the TRAA.

If a homeowner/lessor allows occupancy by a tenant/lessee before compliance with both "A" and "B" above, the homeowner/lessor shall be fined in the amount of Two Hundred Dollar (\$200.00) per month until such compliance has been met.

3. Every Hopetown homeowner who leases or rents their home to a tenant/lessee must ensure that their current address and telephone number is on file with the Association's Management Company.
4. Homeowners/lessors are responsible for their tenant's conformance to all aspect of the Rules and Regulations. Any fine arising from a tenant's violation of the Rules and Regulations must be assumed by the homeowner/lessor and will be charged to the Homeowner's account.
5. Association membership assessments are the responsibility of the homeowner/lessor and are due and payable on the regular scheduled payment date. If the homeowner/lessor makes arrangements with the tenant/lessee for payment of membership assessments, it is the responsibility of the homeowner/lessor to ensure that payments are made. Any late payment fees accumulated will be billed to the homeowner/lessor account.
6. If any tenant/lessee is found to be in violation of the provisions of the Association Management documents, the Association may bring an action in its own name and/or the name of the Owner to have the tenant/lessee evicted and/or to recover damages.

### **Landscaping and Common Areas**

Landscaping is encouraged to enhance the value and beauty of Hopetown, however, the following rules will be enforced to maintain the aesthetic consistency of the development:

1. Maintenance of plants in common areas (planting, trimming, removal) is not permitted by residents.
2. Vine type plants which cling to the outside of property parameter walls are not permitted, except in common areas.
3. Resident owned plants which could cover address numbers must be kept trimmed to keep the numbers visible at all times.
4. Homeowners are responsible for proper maintenance of landscaping within homeowner's exclusive areas. All lawns, trees, plants, shrubs shall be maintained.