

WOODLANDS SAN DIEGO Rules and Regulations Book

WOODLANDS SAN DIEGO

**HOMEOWNERS
ASSOCIATION**

RULES AND REGULATIONS HANDBOOK

October 19, 2012

WOODLANDS SAN DIEGO Rules and Regulations Book

PREFACE

This Rules and Regulations Handbook has been compiled by your Association to outline the operating procedures of the Association and to provide other important information about your association common areas. The purpose of your Association is to protect and manage the WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY Association property while making association living a pleasant experience for everyone.

The Association concept is an ingenious device for engaging able people to manage the community assets. The advantage of a condominium association is the authority, as well as the responsibility for maintaining the property, is retained by those with a vested interest in the community's welfare—the property owners.

Living in a condominium can be a pleasant and rewarding experience, especially at the beautiful, prestigious WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY. A planned development helps ensure that the original planning concepts and design that went into creating the community are preserved, protected and enhanced.

EVERYONE BENEFITS FROM AN EFFECTIVE ASSOCIATION!

All owners should have received copies of the 2004 amended and restated Declaration of Covenants, Conditions and Restrictions (CC&Rs) and the By-Laws of the WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY. We urge you to read these documents since they set forth, in complete detail, the rights, duties and obligations of each homeowner; and this booklet, is the official documents which cover these rights.

These Rules and Regulations supplement the CC&RS and Bylaws. **Please read this information carefully and be sure your family, guests and tenants understand the rules fully.** If there are any questions or if you do not have copies of the Association documents, please contact the Management Company.

WOODLANDS SAN DIEGO Rules and Regulations Book

We trust that your knowledge of this information will enhance your daily enjoyment of your residency at WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY.

Thank you for consideration and cooperation. All owners are encouraged to participate in directing the affairs of WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY. Homeowners meetings are held on a scheduled recurring basis determined by the Board of Directors.

WOODLANDS SAN DIEGO Rules and Regulations Book

The success of our community and the enjoyment of our homes depend on the sensitivity and consideration that we have for one another, as well as on our cooperation in respecting the rules of the Association.

TABLE OF CONTENTS

DEFINITIONS	6
INTRODUCTION.....	9
COMMON AREA PROBLEMS	10
SIDEWALKS AND DRIVEWAYS	10
PARKING	11
PETS	13
UNREASONABLE NOISE	15
ARCHITECTURAL CHANGES	15
SPEED LIMIT	16
INSURANCE	16
ASSESSMENT FEE	17
NON-OCCUPANT OWNERS	18
CLUBHOUSE	26
POOL AND JACUZZI	22
TENNIS COURTS	24
EMERGENCY REPAIRS	25

WOODLANDS SAN DIEGO Rules and Regulations Book

WATER SHUT-OFF.....25

APPEARANCES AND SAFETY.....25

EXHIBIT A.....26

WOODLANDS SAN DIEGO Rules and Regulations Book

DEFINITIONS

A. PROJECT

This is the general term used to refer to the entire complex, including the Common Area and all of the homes. The Association is primarily responsible for the Project.

B. PROFESSIONAL MANAGER

The property management company, Hudson Management Services. The Professional Manager acts on behalf of the Board of Directors to help carry on the day to day activities of the Association, including helping to enforce the Governing Documents and to maintain the Project.

C. ASSOCIATION

This is the corporation that has been set up to manage the Project Woodlands San Diego. The primary responsibility of the Association is to preserve the property value of the home and other property in the Project. Also, the Association is required by law to enforce the Governing Documents.

D. BOARD OF DIRECTORS

The Board of Directors is the governing body of the Association; it consists of five volunteers. The Board of Director sets the policies and procedures for how the Project operates and interprets and enforces the Governing Documents. Board Members are elected at each annual meeting

E. BYLAWS

This is the document that contains the primary set of guidelines that the Association (the corporation) is required to follow to conduct business. It includes rules about Board meetings, meetings of the Members, qualifications to serve on the Board.

WOODLANDS SAN DIEGO Rules and Regulations Book

F. COMMON AREA

The Common Area is everything in the Project except the individual homes. The Association has the exclusive responsibility and authority to control and maintain the Common Area.

G. CC&Rs (DECLARATION OF COVENANTS, CONDITIONS & RESTRICTIONS)

This is the document that contains the primary set of guidelines that govern the Project which all Owners and the Association are required to follow at all times.

H. DIRECTOR

The law requires the Board to act as a single unit, voting on all matters. Therefore, no Director has any individual authority. An individual Director can be appointed as a liaison representing the Board in matters such as meet and confer or settle disputes.

I. GOVERNING DOCUMENTS

Are a group of documents that contain the guidelines for operation of the Project. The group includes the CC&Rs and Bylaws, as well as the Articles of Incorporation and these Rules and Regulations. *The Association is required by law to enforce the Governing Documents.*

J. GUESTS

Anyone who is invited into the Project but is not a Resident is a guest.

K. MEMBER/OWNER

In a community association these terms mean the same thing; every Owner of a home is a Member of the Association. The sole qualification to be a Member is to own a home in the Project. Only Owners have the right to vote, and only Owners are obligated to pay assessments.

WOODLANDS SAN DIEGO Rules and Regulations Book

L. RESIDENT

The people who actually live in the Project is the Residents, regardless of whether they own or rent.

M. RULES AND REGULATIONS

The Rules adopted by the Association which interpret and supplement the Governing Documents.

N. TENANT

Tenants are Residents of the Project who are renting, leasing and/or subleasing.

WOODLANDS SAN DIEGO Rules and Regulations Book

INTRODUCTION

WOODLANDS SAN DIEGO RESIDENTIAL COMMUNITY

The rules and regulations were designed by the Board of Directors in collaboration with a committee of homeowners for the sole purpose of protecting our property and insuring the common good of the community. Your cooperation is essential to accomplish this purpose. It will be the responsibility of the homeowners to make these rules and regulations and the CC&Rs available to their tenants.

As a means of enforcement of these rules, the Board will adhere to the following procedures:

1. To guarantee that the Governing Documents are applied fairly and consistently, the Association has set forth this procedural policy of enforcement. It is the policy of the Association not to discriminate amongst owners
2. A report, in writing, of a rule being violated is to be made to the management company **Pernicano Realty & Management Company**, giving the name of the violator, his/her unit number (if known), the nature of the violation. Corroboration will be required, e.g. two homeowners reporting the same violation or a homeowner and a police report. No verbal reports will be accepted.

If you appear to be in violation of the rules of the Association, the Board of Directors will send you a courtesy notice notifying you of the violation, and asking you to correct the problem. **Please respond in writing to this notice within 7 days** by writing to the Association to explain the situation. In almost all cases the process will end at this point.

If you do not correct the violation promptly or respond to explain the situation after receiving written notice, the Board of Directors will send a second letter by certified mail, asking again that you correct the violation.

WOODLANDS SAN DIEGO Rules and Regulations Book

If the issue is not resolved within ten (10) days of the second written notice, you will be invited to a Hearing Panel at which time the Board will review your violation and a fine may be levied. These letters of violation will be kept on file for year.

Please see the **FINE SCHEDULE** in exhibit A.

NOTE: It is the hope of the Board of Directors and the Management Company that the above actions need not to be taken. Owners are reminded that they are responsible for the actions of their tenants and invitees. A little common courtesy and consideration for others by all of us will go a long way to help the WOODLANDS SAN DIEGO be a pleasant place to call home.

COMMON AREA PROBLEMS

To report problems related to the Association Common Area (such as inoperative gates, landscape, sewer, street problems, etc) contact:

(24 hours a day)
(619) 543-9400
FAX (619) 543-9625
Pernicano Realty & Management, Inc.
2851 Camino Del Rio South, Ste 230
San Diego, CA 92108

In the event of an **EMERGENCY**, dial **9-1-1** for immediate assistance.

If the emergency situation is one that involves the common area, please report the incident, as soon as possible, to the 24-hour number shown above.

SIDEWALKS AND DRIVEWAYS

Our sidewalks and driveways are the only means of walking through the project and to the pool and our individual units. Bicycles, big wheels, skates, skateboards, roller blades, and other recreational items are not to

WOODLANDS SAN DIEGO Rules and Regulations Book

be ridden on in the Common Area (i.e. driveways, sidewalks, tennis courts or pool areas), except bicycles may used for direct access and egress. Such items are to be stored within the units or garages, and are not to be left in walkways, doorways, or parking areas. Common Areas are to be used for their intended purposes, and sidewalks, driveways, streets, and landscaped areas are not to be used as recreational or play areas. In addition, landscaped areas are not to be used as short cuts. Perimeter walls and fences are not be scaled or climbed for use as short cuts. Bicycles may be used for direct access and egress.

PARKING

Residents must advise their guests of the parking regulations and restrictions

1. The City of San Diego Planning Commission has designed all parking spaces in the complex as guest parking. The only exception is those residents who have a one-car garage. For those residents, additional space may be obtained by submitting a written request with a copy of the vehicle registration and proof of insurance to the management company. Once obtained, the permit is only for the designated vehicle and non-transferable.
2. Persons who carpool with a resident of the **Woodlands San Diego** must park their car in the cul-de-sac at the top of Caminito Mundo driveway.
3. No trailers, boats, campers, commercial and/or oversized vehicles may be parked in the visitors parking area except for loading and unloading.
4. Vehicle maintenance is restricted to residents only and must be performed in their garage only.
5. Parking in the Common Area by residents is limited to two (2) hours. The primary function of the garage is for parking your vehicles. If there is no room in your garage for your vehicles, they (it) must be

WOODLANDS SAN DIEGO Rules and Regulations Book

parked on the street. Failure to comply with this will result in the towing of the vehicle at the owner's expense.

6. Vehicles blocking a traffic lane or parked in a red fire lane are subject to immediate towing without notification and at the owner's expense.
7. Handicapped parking is designated for disabled guests only. The proper permit must be displayed.
8. The three (3) parking spaces opposite the 6876 Caminito Montanoso building shall be for the purpose of (30 minute maximum) loading or unloading only.
9. Each resident will be issued a visitors' parking pass good for 10 days in any calendar month. This pass can be used at the discretion of the resident for his or her guests to park in the visitor area parking spaces. Parking passes are not for the use of residents.
10. Parking violations should be reported in writing to the management company who will then advise the patrol company.
11. A maximum speed of 10 miles per hours is to be observed.
12. Any unauthorized vehicle parked in the Common Area (visitor or guest parking) will be recorded in the patrol company log. A copy of this log will be given to a board member or the management company.
13. If a vehicle receives two (2) warning violations, the vehicle will be towed at the owner's expense the next time it is parked illegally within any 30-day period.
14. A forged or altered guest-parking pass is invalid. Vehicle will be towed and no guest passes will be issued for a period of one year.
15. In the event a car is parked behind your garage or in a marked fire lane, any resident may call Western Towing at (619) 297-8697 to have the vehicle towed at the vehicle owners' expense.

WOODLANDS SAN DIEGO Rules and Regulations Book

- 16. No electrical cars and/or other electrical appliances are to be charged in garages that are supplied with power from the Condominium Association's meters. Homeowners are to request information from management to determine if their garage is wired to a Woodlands power meter before buying an electric car.**
-

PETS

For most people, their pets are part of their family. Therefore, this policy is a reflection of the importance of pets, while it is also an attempt to balance the concerns of the Association and all of the Owners. Residents, who are disturbed by any animal, however, are urged to contact the pet owner to resolve the matter. Issues involving pets that affect the Association should be reported to the Board of Directors by contacting the Management Company.

The CC&Rs for Woodlands San Diego specifically permits pets. In addition to the provisions in the CC&Rs, the following guidelines apply to all pets, and will be strictly enforced.

1. Animals will not be permitted to cause excessive or disruptive noise. Note: *Special collars are available through most veterinarians or pet stores for excessive barking.*
2. No animals, livestock, reptiles, insects, poultry, or animals of any kind shall be kept in the home, except the usual and ordinary domestic pets, including dogs, cats, fish, and birds inside cages. Usual and ordinary pets may be kept as household pets within any home provided they are not kept, bred, or raised for commercial purposes or in unreasonable quantities. Please see section 7.6 of the CC&Rs.
3. All dogs kept within the project shall have current licenses and name tags attached to their collar at all times when in the Common Area. Loose, unattended animals may be reported to the County for pick up.

WOODLANDS SAN DIEGO Rules and Regulations Book

4. Any droppings deposited by pets in the Common Area, patios and balconies must be removed immediately. Proper disposal of droppings includes flushing down the toilet or placed in trash receptacles.
 - A. The first complaint of a dog relieving itself within the Common Areas referred to in Number 4 above, and brought to the attention of a Board member or management will result in a violation letter being sent to the owner of the offending pet.**
 - B. The second complaint on the same dog witnessed relieving itself within the Common Areas referred to in Number 4 above, and brought to the attention of a Board member or management will result in a violation letter being sent to the owner of the offending pet requesting attendance at a violation hearing and/or a fine being assessed to the owners account.**
5. Any damage whatsoever caused by an animal must be repaired and/or replaced at the expense of the animal owner, including but not limited to plant damage, stucco staining, claw marks, etc.
6. Animals must be kept within an enclosure or on a leash held by a person capable of controlling the animal at all times. No structure for the housing or confinement of any animal shall be maintained as to be visible from neighboring property or from any part of the Common Area. The board reserves the right to remove any stray or loose animals.
7. Owners are responsible and liable for any injury or damage caused by their pets. If the pet owner is a tenant, the Owner of the home may be held liable for injury and damage.
8. Feeding of stray or wild animals is not permitted within the complex.
9. Pets must be contained within the unit. Pets are not permitted left unattended on balconies and patios.

UNREASONABLE NOISE

Common walls and closely spaced units require that common sense, courtesies, and consideration be applied to noisy activities. Excessive noise detrimental to the comfort of others will not be permitted. Be considerate of your neighbors and refrain from using profanities while utilizing balconies and patios.

Because of the way the buildings are situated, noise echoes and carries especially during nighttime hours. Therefore, common courtesy and consideration of other residents is expected when using balconies and patio areas or walking through the common areas.

ARCHITECTURAL CHANGES

Exterior architectural and structural changes are permitted only when approved by the Board of Directors, and where permitted, by the City Planning Commission. In accordance with the CC&Rs, architectural changes or alterations, such as fences, walkways, walls, replacement windows, decorative patio or balcony changes, screen doors, enclosing patios, patio covers, plantings, and painting. Plans and specifications for the change must be submitted to and approved by the Board of Directors before any work can commence.

Satellite dishes are permitted in the Association with certain circumstances:

1. Owner must submit an application to the Association requesting permission to install a satellite dish, and must receive written approval before installing a satellite dish.
2. The satellite dish must have a diameter or diagonal measure of 39 inches or smaller.
3. The satellite dish must be installed in such a manner that the Common Area is not damaged in any way.

WOODLANDS SAN DIEGO Rules and Regulations Book

4. The plans for installation of the satellite dish must include the exact method of installation, including mounting and wiring diagrams.
5. The satellite dish must be installed by a contractor licensed by the State of California.

If you would like to submit an application to the Association to install a satellite dish, please contact the management company at (858) 514-8820 to obtain an Architectural improvement form.

SPEED LIMIT

A maximum of 10 MPH is to be observed by all vehicles. Drivers must exercise caution and care at all times while driving in the complex.

INSURANCE

The Association complies with the comprehensive notice requirement set forth by California law regarding the Association's insurance policies. All owners are notified at least annually, and whenever coverage's are changed, regarding the Association's insurance.

The Association purchases insurances based upon the advice of a professional insurance representative who is experienced with community associations. The Association's insurance does **not** cover individual Owners, or any individual Owner's property. Therefore, it is imperative that each owner contacts his/her own insurance agent to obtain individual coverage. Please see section 9.6 of the CC&Rs. If your agent or broker requires information about the Association's insurance you do not have, please contact the Management Company at **(619) 543-9400**.

Owners must not do or keep anything that may increase the Association's insurance premiums, or which would result in cancellation of the Association's insurance policies.

WOODLANDS SAN DIEGO Rules and Regulations Book

ASSESSMENT FEES

Assessment payments are the life-blood of any community association. The Association simply cannot protect the value of the Owner's property unless it has funds to maintain the Project. The only significant source of funds for the Association is the monthly assessment paid by all Owners. If assessment payments are not made, the Association cannot function.

Since failure to pay assessments by the Owner affects every other Owner in the Project, the Association has adopted a *strict* policy regarding assessment collection. If you fail to pay your assessments, your home may be sold in a foreclosure sale. Also, you can be sued personally, and your assets and wages can be attached to satisfy the debt. Delinquent Owners will be required to pay all costs of collection, including attorney fees.

DELIQUENCY POLICY REGARDING PAYMENT OF ASSESSMENTS

As Required by Civil Code Section 1365

The following statement describes the Association's policies and practices in enforcing lien rights and other penalties for default in assessment payments.

1. All regular assessments are due and payable in advance in equally monthly installments. Regular assessments shall be due and payable on the first day of each calendar month. Special assessments are due on the date specified by the Board.

THE ASSOCIATION WILL SEND WRITTEN NOTICE WHEN ASSESSMENTS ARE DUE

IF YOU DO NOT RECEIVE NOTICE FOR ANY REASON,
YOU ARE STILL RESPONSIBLE TO MAKE YOUR ASSESSMENT
PAYMENT!

2. Regular and special assessments are delinquent if not paid on the date they are due. If they are not paid within 15 days after the due

WOODLANDS SAN DIEGO Rules and Regulations Book

date, the Association may impose late fees up to 10% of the outstanding assessment, or \$10.00, whichever is greater.

3. If assessment payments are not made within 30 days after they have become due, the Association may impose interest charges on the outstanding assessment at the rate of 1% per month.
4. The Association will refer all past due assessments to its attorney for collection. Collection activity may include sending a warning letter, filing of a lien against the delinquent Owner's property and conducting a foreclosure sale to recover the past due assessments. The Association may also file a lawsuit against the Owner who is personally obligated to pay the delinquent assessment.
5. If a lawsuit or foreclosure procedure is initiated by the Association to recover assessments, the Association is entitled by law (Civil Code section 1366(E)) and section 4.8 of the CC&Rs to recover the amount in default, as well as late charges, interest and reasonable costs of collection, *including attorney fees*. Fees and costs incurred, which are in addition to the outstanding assessments, will *not* be waived.

IT IS THE ASSOCIATION'S STRICT POLICY
TO RECOVER ALL COSTS OF COLLECTION FROM THE DELINQUENT
OWNER

NON-OCCUPANT OWNERS

Non-occupant owners forfeit all rights to use any of the recreational facilities unless he or she is a guest of a resident who must be present at all times.

CLUBHOUSE

Only residents of Woodlands San Diego complex may reserve the clubhouse. Maximum occupancy is 39 persons. All functions must terminate by 10:00 pm on the day of the scheduled event.

WOODLANDS SAN DIEGO Rules and Regulations Book

NOTE: You are responsible for all guests who enter the premises for your event and must insure that they conform to HOA rules. You must clearly describe the function you are hosting in writing. The Club House restrooms, pool, and Jacuzzi are always open to residents at all open times. If you require exclusive and private use, this is not available. A deposit is required at all times to use the Club House for a function.

1. Reservations are to be made through the management company at **(619) 543-9400** on a first-come-first-serve basis. All reservations are to be made by an adult resident. **Hours of use must be requested and approved in advance. No use is permitted use of the Clubhouse before 8:00 a.m. or after 10:00 p.m.**
2. **Keys/Entry: You need keys for the front door and for sliding doors. The front door key is the same as the pool and Jacuzzi key which you should have already. If not, you can be provided one if requested. Sliding door keys will be provided.**
3. Upon entry of the Clubhouse, please inspect the interior to make sure it is clean and presentable. If it is not, you may have to make it to your satisfaction or contact **Pernicano Realty and Management** for assistance.
4. **The configuration of the furniture you find is the normal arrangement for the clubhouse. You may move the tables and chairs but you must return them to the same configuration as they were found, once your event has ended. Additional folding chairs and a table can be found in the closet in front of the restrooms. Clubhouse/pool furniture cannot be used outside the Clubhouse/pool areas except for a Woodlands San Diego HOA sponsored event.**
5. **The clubhouse must be inspected before and after the party. A member of the Board of Directors must sign reservation applications before the deposit is refunded.**
6. **The Club House must be returned to the same state of clean in which you found it. Arrange for an inspection by an HOA Board Member or other designated by Pernicano Realty and**

WOODLANDS SAN DIEGO Rules and Regulations Book

Management. Upon completion of this step you will become eligible for the return of your deposit.

7. It is required that all persons reserving the clubhouse submit a reservation application and a \$150.00 security deposit. The security deposit will be returned if the following conditions are met:
 - a. The clubhouse shall be left in a clean and orderly condition by 8:00 AM the following day.
 - b. No damage is done to the clubhouse and/or its contents.
 - c. All trash is removed from the clubhouse and is placed in the disposal dumpster.
 - d. All lights turned off and the doors secured at the close of the party.
8. Restrooms: We do not increase restroom supplies for homeowner events. You must check to make sure there are adequate supplies. If the supplies are not adequate for your needs then you must provide your own. Rest rooms must be left clean after the event. Please note that the bathroom light switches are on timers.
9. Refrigerator: The refrigerator is left un-plugged and open while the Club House is not being used. If you plan to need it, you must arrive early enough to plug it in so it will get cold for your needs. It must be cleaned and left unplugged after your event.
10. A/C-Heater: Door key can be used to adjust the controls
11. The resident reserving the clubhouse will be responsible for damages above and beyond the security deposit.
12. The resident reserving the clubhouse will be responsible for their guests.

WOODLANDS SAN DIEGO Rules and Regulations Book

13. The sale of alcoholic beverages in the clubhouse is not permitted. Consumption of alcoholic beverages on the premises must comply with State law.
14. Noise must be kept at a reasonable level so as not to disturb other residents.
15. Stereos, TVs, etc. must be turned down if a resident requests.
16. No live music is permitted.
17. **The reservation is limited to the clubhouse facility only and does not extend to the tennis courts, pool or Jacuzzi. All activities of your event must stay within the club house. No activities can occur in front, on the tennis court or the sidewalk/patio area behind the club house. At no time may visitor's congregate, gather, or visit outside the clubhouse premises or in other parts of the common area other than inside your unit.** The swimming pool and Jacuzzi may be used in conjunction with the clubhouse, but not exclusively. **Rules for how many persons for the pool and Jacuzzi are different from the club house capacity. All pool rules apply.** See **Pool and Jacuzzi** for occupancy limits, pg 22.

Use of the office is not permitted during use of the Club House. No phone exists for you to use.

18. Guests must adhere to the project's parking regulations. It will be the responsibility of the host/hostess to inform the guests of these regulations. Parking in the complex is permitted for your guests but all signs that state rules must be heeded. Vehicles which are parked incorrectly may be towed at the expense of yourself or your guest. Visitors are bound by the same parking rules as residents.
19. The Association will not be responsible for any loss or damage to personal property.
20. The resident reserving the clubhouse shall hold harmless the Woodlands San Diego Homeowners Association for any injuries or deaths incurred as a result of his/her party. Residents reserving the

WOODLANDS SAN DIEGO Rules and Regulations Book

clubhouse agree to indemnify and protect the Association from claims. **Emergency Safety: Please note the framed instructions near the kitchen about safety while using the Club House. Upon beginning your event, you must unlock the sliding door locks so they can be used for emergency exit if needed. These doors must be closed and locked after the event ends.**

21. The clubhouse shall not be used for business or commercial purposes.
22. Teenage parties must be supervised by a responsible adult resident who will be present and in attendance at all times including clean up. The adult resident will be responsible for the good conduct of the party and will make sure all rules are complied with, and make sure that under no circumstances are alcoholic beverages or drugs permitted.
23. No one wearing wet clothing is allowed inside the clubhouse. Please dry off prior to entering to use the restroom facilities.

POOL AND JACUZZI

General information:

1. The pool and jacuzzi may not be used for private functions in conjunction with reserving the clubhouse.
2. Recreational facilities are for the exclusive use of residents and their guests. Guests must be accompanied by a responsible adult resident when using the recreational areas. Residents are responsible for the conduct of their guests. Parties cannot flow into common areas.
4. Residents should consider the rights of other residents and limit the number of guests using the swimming pool areas to a maximum of six (6) at any one time. Maximum occupancy of pool area is 18 persons.

WOODLANDS SAN DIEGO Rules and Regulations Book

5. General rules of good conduct should be observed at all times. This includes no running, pushing, or boisterous behavior. Voices should not be raised above a moderate level. This is especially important during the late evening and early morning hours. No ball playing or use of flotation equipment is allowed.
6. Swimming pool hours of operation are from 8:00AM until 10:00PM, Sunday through Thursday. 8:00AM through 11:00PM, Friday and Saturday. To conserve energy and reduce cost, the upper pool may be closed from October to April.
7. Everyone using the recreational facilities should show consideration for others in keeping the area clean by picking up all trash and personal property.
8. Pets are not permitted in the recreational areas at any time.
9. Glass is not permitted in the recreational areas.
10. Anyone using the recreational facilities does so at their own risk, responsibility and liability.
11. All persons under the age of 14 will be accompanied by an adult resident at all times who will be responsible for their conduct, safety and observance of the rules. The adult must remain within the same gated area as the child.
12. Please leave the pool furniture in an orderly fashion so that the pool area will look neat and attractive.
13. Pool safety equipment is to be kept in its designated place and not be misused.
14. Showers, where available, are required before entering the pool and jacuzzi. This is especially important after playing on the tennis courts. Soap and/or shampoo is not permitted while showering.
15. Individuals with open cuts or wounds are not permitted in the pool or jacuzzi.

WOODLANDS SAN DIEGO Rules and Regulations Book

16. No oils, soaps, or foreign substances shall be in the pool or jacuzzi.
 17. Hairpins, hairclips, or other similar objects shall not be worn in the pool or jacuzzi.
 18. No diving is allowed.
 19. No one under the height of 4' 6" (State regulation) or whose health may be impaired, should use the jacuzzi. No infants are allowed in the jacuzzi.
 20. The jacuzzi switch must be turned off before leaving the jacuzzi area.
 21. All persons in diapers must wear rubber pants, or disposal diapers designed for swimming in the pools.
 22. Gates to the recreational areas must be kept locked at all times. Keys are for the use of residents only. Climbing over the gates or fences is prohibited.
 23. Headphones are required when using radios, CD players in pool and common areas.
-

TENNIS COURTS

To preserve the finish, tennis shoes must be worn on the courts. Tennis courts are for playing tennis only and not for any other recreational activities.

1. Recreational facilities are for the exclusive use of residents and their guests. Guests must be accompanied by a resident when using the recreational areas. Residents are responsible for the conduct of their guests.
2. When others are waiting, there is a one-hour limit on play.
3. Tennis courts may be used only from 8:00am to 10:00pm.

WOODLANDS SAN DIEGO Rules and Regulations Book

4. Excessive noises may be disturbing to your neighbors. Common courtesy is required at all times. **No obscenities, please.**
 5. The tennis courts may not be used for group lessons for money. Individual lessons for residents are permitted with the expressed permission of the Board of Directors.
-

EMERGENCY REPAIRS

Please leave word with the management company where you can be reached and/or who has your keys in case of an emergency (such as pipe work).

WATER SHUT-OFF LOCATIONS

Project main water lines

The board and/or Management Company shall determine the need to shut off the main water valves supplying the project.

High-rises

Water shut-offs are located next to the hose bibs on the outside of the garages. Each shut-off valve controls the three (3) units vertically above it and the three (3) lines directly across the hall.

Townhomes

Water shut-offs are located between the buildings and control the water for more than one unit.

Notify your neighbors prior to turning off the water. Notify your neighbors 24 hours in advances of scheduled repairs. Give your neighbors as much advanced notices as possible on emergency repairs.

APPEARANCES AND SAFETY

1. Garage and/or moving sales are not permitted

WOODLANDS SAN DIEGO Rules and Regulations Book

2. Shopping carts must not be left on premises.
3. No loitering in the common area.
4. Do not create a hazardous or emergency situation; including but not limited to, propping, taping open of fire doors or exit access gates to the building, or tampering with security equipment, climbing over walls and fences.
5. "FOR SALE" and "FOR RENT" signs must be no longer than 18" x 24" and can only be placed in the unit window being sold or rented and the wood beam above the garage.
6. Please avoid unsightly conditions such as articles of clothing or towels on balconies and patios.
7. Littering of the common areas is not permitted.
8. For the safety of residents and property, cigarette butts, in all common areas of the property, including private patios and balconies, must be extinguished and disposed of properly.
9. Patios and balconies must not be used for storage. It is the responsibility of the Owner to maintain areas to prevent fire/safety hazards (this includes raking leaves, etc).
10. Prompt removal of trash from patios and balconies will prevent the attracting rodents and other vermin.
11. To reduce the risk of injury from falling objects, all second and third floor windows are required to have screens in place. Pots and other items must not be placed on fences and balcony railings.
12. All garage doors must remain closed at all times, except as reasonably required to enter and exit the garage. Garage doors may be left opened when the resident is in the garage.

WOODLANDS SAN DIEGO Rules and Regulations Book

13. It is sometimes necessary to post signs throughout the complex to inform residents, comply with governmental regulations and caution residents about construction or maintenance hazards. For example, signs posted at the swimming pools, Jacuzzis, trash receptacles and construction zones. Residents and guests are to comply with the information or warnings posted on these signs.
-

Exhibit A **FINE SCHEDULE**

1. In General

The Board of Directors may assess fines and/or penalties against an Owner after written notice and opportunity for a hearing has been provided, and the Board has determined that a violation of the Association's Governing Documents (including, but not limited to the CC&Rs, Bylaws, Article Rules) has occurred or is occurring due to the actions (or failure to act) of the Owner, his/her family members, his/her guests, tenants, lessee, (including tenant or lessee's guests), invitee, licensee, resident or other occupants of the unit.

All fines, including special assessments representing the attorneys' fees and costs incurred by the Association in enforcing the Governing Documents, shall be a charge against the Owner's account.

Definitions

"First Offense" shall mean and refer to the first reported violation of the Governing Documents determined (through hearing) was committed by the Owner, his/her family members, his/her guests, tenants, lessee, (including tenant or lessee's guests), invitee, licensee, resident or other occupants of the unit.

"Subsequent Offense" shall mean and refer to a repeat occurrence within a rolling twelve months of a violation of the Governing Documents that is the same or substantially similar, as decided by the Board, to a violation that the Board had determined (through hearing) was committed by the same Owner, his/her family members,

WOODLANDS SAN DIEGO Rules and Regulations Book

his/her guests, tenants, lessee, (including tenant or lessee's guests), invitee, licensee, resident or other occupants of the unit.

"Continuous Offense" shall mean and refer to violations of the Governing Documents which continue uninterrupted and uncorrected after notice and the opportunity for hearing has been provided to the Owner, and the deadline date set by the Board for correcting the violation has expired.

2. Schedule of Fines

For each violation of the Governing Documents, monetary fines and penalties shall be assessed against the Owner according to the following schedule:

- a. First Offense or First Notice of Violation: Written Notice
- b. Subsequent offense or Second Notice of Violation: Written Notice
- c. Subsequent offense or Third Notice of Violation: \$50.00 and/or penalty of \$25.00 per day.
- d. Subsequent offense or Fourth Notice of Violation: \$100.00 and/or penalty of \$25.00 per day.
- e. Subsequent offenses or Fifth Notice of Violation: \$175.00 and/or penalty of \$25.00 per day.
- f. Continuous Offense: \$25.00 per day

3. Attorney's Fees and Cost

Attorney's fees and costs incurred by the Association in enforcing the Governing Documents again shall become a charge against the Owner in the form of a special assessment. See Section 4.11 of the CC&Rs for additional information.

WOODLANDS SAN DIEGO Rules and Regulations Book

- NOTES -