

# **CORONA LAURELWOOD HOA**

## **Rules & Regulations, Policies**

**UPDATE: 01/08**

# **Corona Laurelwood Homeowners Association**

Rules & Regulations  
January 2008

The Rules & Regulations and the Policies are made in the best interest of All members of the Association. They are made regarding rights, safety and enjoyment.

## **PARKING RULES**

Revised November 13, 2007  
Go into effect 2/15/08

### Definitions:

**COMMERCIAL VEHICLE:** Any vehicle which meets any of the following criteria is considered a "Commercial Vehicle" (1) Displays signage of any kind; (2) has any racks for tools, equipment and or supplies; (3) has any visible tools, equipment or supplies, including pool supplies, ladders, power tools, lawn mowers; or (4) is a vehicle type commonly used for commercial purposes.

**RECREATIONAL VEHICLE:** Recreational Vehicles shall be defined as any trailer (loaded or unloaded), motor home, camper, motor-craft, aircraft, or watercraft which meets any of the following criteria: (1) is more than one (1) ton in weight; (2) is not used for everyday type transportation; or (3) is too large to fit within a garage, or on a driveway within the Association.

**OVERSIZED VEHICLES:** An oversized Vehicle is any vehicle which is more than nine feet (9') in height; too long to fit in a driveway without extending over the driveway onto any sidewalk or street; or too wide to fit entirely within a parking space with at least two inches (2") on each side before reaching the painted stripe.

1. No vehicle shall be allowed to park on the streets within the Association. At a width of 27 feet, the streets must be kept clear for Ingress/Egress: allowing for two-way traffic flow at all times.
2. Any vehicle which is parked in a guest parking space must be parked head-in; must display a permit; and in a manner, which does not interfere with the parking of any other vehicle in any other parking space.
3. Parking Permits must be displayed on all vehicles parking in guest spaces between 11:00 pm and 7:00 am. 7 days a week.
  - a. Use of spaces is strictly on a first come basis.
  - b. Parking permits are the property of Corona-Laurelwood HOA, but shall be the responsibility of the owners.
  - c. Each household will be issued one permit. The owner will be charged a fee of \$50.00 for a lost or stolen parking permit
  - d. Parking permits must be hung from the rear view mirror. Permit number must be visible from outside of vehicle.
  - e. Vehicles without a permit are subject to towing at vehicle owner's expense.
  - f. Use of any permit previously reported to be lost or stolen may result in the vehicles being towed and/or fines being issued.
  - g. Anyone duplicating permits will be subject to a fine of \$500.00.

4. Guest parking is limited to 72 hours. No space hopping. Any vehicle parked in guest parking for more than 72 hours is subject to towing at the vehicle owner's expense. Vehicles in guest parking cannot be covered. Vehicles in driveways or parking spaces must be operable. Vehicles that become unsightly or are in need of repair (including leaking fluids) are not to be left in view from Association streets. Such vehicles parked in guest parking are subject to towing at vehicle owner's expense. Those parked on driveways are subject to fines.
5. No major repairs or major restorations are permitted, and minor repairs are only permitted if performed within an enclosed garage. Minor repairs would be oil changes, tune-up, changing of tires.
6. Recreational Vehicles and Oversized Vehicles may not be parked in any driveway within the Association except for purposes of loading and unloading for a period of time not to exceed two (2) hours. While any Recreational Vehicle or Oversized Vehicle is being loaded or unloaded, such vehicle must have its hazard lights on, and the garage door must remain open for the entire loading/unloading period.
7. No Recreational Vehicle, Commercial Vehicle, or Oversized Vehicle may be parked in any guest parking space.
8. The following vehicles are **not** allowed to be parked inside of the association at any time unless previously approved through the management company: Cement trucks, tow trucks, moving vans, any vehicle that does not fit in a parking space or on a driveway.
9. Any vehicle that cannot be driven, for any reason, must be kept within the garage or removed from the complex. Registration on all vehicles must be current.
10. Vehicles are allowed to stop along curbs temporarily to load or unload passengers/groceries, etc only if the driveway is not available. Flashers must be on and you may not leave your vehicle unattended for more than 15 minutes.
11. Repair service vehicles, (plumbing, cable, satellite dish, electrical, etc) can park temporarily in front of unit they are servicing only if driveways are not available. Their flashers must be on.
12. Vehicles may not block neighboring driveways, street corners, signs or more than one parking space.

\*Note: All vehicle violations are subject to immediate ticketing/towing or both without additional notice.

### **POOL RULES:**

1. No lifeguard on duty at pool area, residents and guests swim at their own risk.
2. No alcoholic beverages allowed in pool or spa, persons intoxicated or under the influence are not permitted in the pool or spa area.
3. Gates to the pool area are to be kept closed and latched at all times.
4. Persons using the pool or spa must shower before entering the water to remove excess lotion and oils.
5. No glass allowed in pool area at any time.
6. No eating of food in the pool or spa area.
7. Animals are not allowed in the pool/spa but will be permitted in the general pool area IF required for handicapped assertive purposes.
8. Proper swimming attire must be worn at all times. No cutoffs or jeans. Nudity is prohibited.
9. Incontinent persons are not allowed.
10. No loud disturbing noises, radios must be used with earphones.
11. No diving allowed. No running, horseplay or jumping.
12. No skateboards, roller-skates, roller blades, bicycles, scooters, wagons are permitted in pool area.
13. An adult must accompany children under 14 years of age.
14. The pool and spa are for the exclusive use of owners and residents of Laurelwood. Guests are allowed ONLY with legal owner or resident. Four guests per unit at one time without prior permission from Management or Board of Directors. Owners are responsible for the conduct of their families, tenants and guests. Damage to the common pool area will be at the expense of the Laurelwood Homeowner.
15. Climbing fences, tampering with pool equipment, machinery, or pool gate locks is prohibited.

### **LANDSCAPING:**

1. All landscaping including plants, hedges, trees and planter areas is planted and maintained solely by the Association and Landscape Company. Homeowners may plant in patio area ONLY, no exceptions.
2. All plantings within the private patios/yards are the homeowner's responsibility. Note any damage to common property (i.e., fences, roofs) will be individual homeowners responsibility. All plantings must be kept trimmed and off fences and/or buildings.
3. Garden hoses to be kept off sidewalks and driveways when not in use.
4. No pots allowed to sit directly on the fences. Hangers that hook on the fences are allowed. NOT screwed into the wood.

### **PET RULES:**

1. No more than two (2) "common domesticated household pets" (i.e., dog, cat) are permitted per unit.
2. All dogs must be kept on a leash no longer than six feet at all times when pet is taken into the common area. No pet shall be staked or tied to anything that enables them to be in common area or street.
3. Owners and tenants are responsible for immediate clean up of their pets litter in the common areas. Patio areas must be kept free of pet litter for pest control purposes.
4. The Board has the right to require removal of any pet that creates a nuisance by excessive noise, barking, debris, unhealthy yard condition, or any violation of the CC&Rs or Rules & Regulations.
5. Pet dishes of any kind are not to be kept on the front steps or any place in the front of the unit. They must be kept out of sight.

### **TRASH & DEBRIS:**

1. Trash may be placed at curb in secured containers with lids or tied disposable bags, No earlier than the night before pickup. Unless a Holiday then trash pick up would be delayed. Containers and litter left by waste company must be removed by the morning after trash pick up.
2. Containers are to be stored out of sight, (in garages or private patios).
3. Large items for trash pick up (boxes, crates, furniture and the like) must be removed by the owner not placed at curbside. All owners must adhere to policies of the disposal services for all trash & debris. No flammable items or hazardous waste to be in complex at any time.

### **GARAGE & DRIVEWAYS:**

1. Vehicles are to be parked in garages or in exclusive driveways.
2. No garage sales.
3. Garages are not to be used as living quarters or storage areas.
4. Driveways are to be kept free of oil, litter, rust, paint and the like.
5. Garage doors are to be kept closed, when unattended.

### **ARCHITECTURAL:**

1. ALL modifications (patio covers, shades, screen doors, skylights, garage doors, etc.) must be approved by the ARC before the start of construction or installation. Disapproval of plans NOT submitted, after the start of construction or installation may require restoration to the original state.  
Note: See heading called Policies for more information.
2. ARC must approve installations of all exterior light fixtures.

Revised: 01/08

### **GENERAL:**

1. Only single families are permitted to live in a unit. Tenants need to be listed for both recreational access and for emergencies.
2. Signs: For Rent, For Sale or Security signs are only to be placed in a window or a small sign (18" x 24") on a stake placed near the front door or garage door, allowing the sign to be in plain view of the public. No signs are to be fastened to the garage door or fences. No other signs are permitted.
3. Legal owners of the units are responsible for all actions and damages created or caused by their families, guests, tenants, guests or tenants guests.
4. All loud noises (i.e. television, radio, and parties) must cease by 10:00 PM.
5. All Holiday decorations must be removed within seven (7) days following the Holiday.
6. No structured games or Ball playing (i.e. baseball, soccer, hockey, basketball, football or tetherball) or **Skateboarding/Scooters** will be permitted on the common areas (i.e. sidewalks, driveways, streets, pool decks or planted areas). Traffic both vehicular and pedestrian is not to be diverted, slowed or hampered because of such activity."
7. All windows must be covered with proper window coverings. Foil, newspaper, sheets are not allowed.
8. Screens must be kept in good condition at all times.

### **PORTABLE BASKETBALL HOOPS:**

1. Portable basketball hoops may only be used on private driveways, not on streets or common parking.
2. When not in use, portable hoops must be stored out of view.
3. Noise must be kept at a minimum and quiet time is 10:00 PM to 8:00 AM.
4. No exterior modifications may be made on the structures (i.e. additional lighting, hooks, etc.).

### **VIOLATION PROCEDURE:**

1. All violations must be submitted in writing to Management. Complaints name, address and phone must be included, along with description of violation and address of violator.
2. Upon receipt of all complaints, warning letters will be sent. Continued violation will result in fines and hearings.
3. All damages will be billed to responsible owner for any damage, repairs or replacement of common area assets (i.e. landscaping, lights, structures, fences, etc.) following a hearing notice.
4. Common area violations can result in immediate fines, and or legal action at owner expense. All violators will be allowed to address the Board in executive session or the Board will review written response.

### **DAMAGE & COST OR REPAIRS TO COMMON AREA:**

1. Maintenance repairs or replacements within the common area arising or caused by the fault negligence of owner, family, tenant or guest may be charged to the unit owner following a noticed hearing along with a fine.

## POLICIES

### **SCREEN DOORS:**

1. Security type screen doors must be metal framed: black, dark brown or almond (see attached picture).

### **LIGHTS:**

1. Lights must permit front door opening/closing. (Approved colors: black, dark brown, almond)
2. ARC must approve security lights. Request must also include picture of light fixture.

**SATELLITE DISH:** (Attached)

**FRONT DOORS:** Attached

**PATIO DOORS:** Attached

**HOSE REELS:** Attached

**GARAGE DOORS:** Attached

**WINDOW:** Attached

**ENCHANCEMENT:** Attached

**SKYLIGHTS:** Attached

**EXTERIOR REPAIRS BY HOMEOWNERS:** Attached

**REPAIR AND MAINTENANCE REQUIRED BY WOOD-DESTROYING ORGANISMS:** Attached

The Board of Directors reserves the right to Review, Modify, and Upgrade any and all Rules or Policies as they deem necessary for the well being of the Association.

Revised 1/01

Revised 6/99 6/00, 1/01

Revised 1/08

## **Fine Penalties**

It is the hope of the Board of Directors of the Corona Laurelwood HOA that any violation would be the result of an oversight by a resident, and not a deliberate act of defiance against the board or community. Therefore, the policy of the Board will be to notify the owner of the unit of any violation against the Rules & Regulations, and hopefully rectify the situation. The board will make every effort to deter future violations of a similar nature.

### **Schedule of Fines**

First: A letter to the owner and copy to the residing tenant regarding the violation with a time period in which to correct or respond.

Second: A letter, certified, asking **the owner** to a hearing to respond to the violation and the reason for not taking action to correct the violation. If the owner does not attend the Hearing, the Board may automatically set forth a fine process for any continued or reoccurring violations of the same nature, or turn the matter over to the association's legal firm. Residents/owners must notify the management office "If" or "When" the violation will be corrected. **First offensive \$25.** Each **additional or continued offense \$50** for a period set forth by the Board.

### **Common Area Violations**

Any common area rule violation will be notified in writing and called to a hearing along with a **\$100 fine**, plus the cost to repair any damage or any inspection charge that has occurred. Any repeat common area rule violation will be assessed an **additional \$150**, plus incurred costs.

### **Collection of Fines/Penalties**

If fines/penalties are not paid within 60 days of issuance, or a request for a hearing is not received from the unit owner regarding the fines/penalties, the Board of Directors will pursue legal action to recover the fines. The unit owner will be responsible for paying all debts incurred through the legal process.