

**Rules & Regulations
Revised on May 25, 2016**

PLEASE KEEP THIS COPY WITH THE PROPERTY

Each property owner, new owner, resident or tenant/lessee must have a current copy of the Rules and Regulations and add any Amendments to them as they are provided. Absentee owners must provide a copy to their tenant/lessee.

INTRODUCTION

Welcome to Valencia Fairways Homeowners Association (VFHOA). We believe one of the primary reasons affecting your decision to move to the Fairways was the beauty of the environment and the atmosphere of pleasant and courteous living. The Board's goal is to provide an environment that benefits all owners and tenants. In order to achieve this goal, the help of all residents is hereby requested and recognized that each and every resident's input provides a beneficial source for solving all problems of the Association. Therefore, it is hoped that you will become involved with your community Association (VFHOA), in order to become aware of potential changes; be able to express your opinion; and to help improve our community.

The social success of a common interest development (Homeowners Association) depends in large part on the rules, regulations and restrictions that govern the conduct of its residents. The Covenants, Conditions, and Restrictions (CC&R's), subject all unit owners to general covenants, while the By-Laws and Rules and Regulations provide specific guides for day to day living. These Rules and Regulations are adopted pursuant to the Fairways CC&R's, By-Laws and California law, including but not limited to the Davis-Sterling Common Interest Development Act (California Civil Code 4000-6150), effective January 1, 2014.

In order to maintain and preserve a pleasant atmosphere, maintain an attractive, harmonious community, and promote and safeguard the common interest of all residents, the following Rules and Regulations are presented.

The Board of Directors intends for these Rules and Regulations to be part of the “governing documents” as that term is defined in California Civil Code section 4000-6150. The current rules supersede and replace all previous rules and regulations of the Association.

Wherever the word “owner” or “homeowner” appears in this document, it will include tenants and/or occupants. All Rules & Regulations herein will apply to all owners, tenants, and/or occupants.

Owners shall be responsible for their tenants and occupant’s actions or misconduct and adherence to the Rules and Regulations of the Association. Each owner shall be responsible for providing his or her tenants with a current copy of the Association Rules and Regulations.

The monthly maintenance assessments by the Homeowners Association on common property can be significantly impacted by the care and consideration exercised by each and every owner and his or her guest. Rules and Regulations are designed in part to ensure maintenance costs can be maintained at a reasonable level. Failure to exercise care and consideration by adhering to Rules and Regulations can subject dues to being increased accordingly.

The Rules and Regulations herein may be changed or added to at any time by the Board of Directors. Owners will be notified of any changes or additions to the Rules and Regulations.

**RECEIPT OF THIS DOCUMENT SHALL CONSTITUTE FORMAL NOTICE.
NO ADDITIONAL WARNINGS WILL BE GIVEN.**

**SECURITY COMPANY
FAIRWAYS SECURITY COMPANY IS:**

SOUTHERN CALIFORNIA SECURITY SERVICES

CALL (661) 666-0054
contact@socalsecure.com

The Valencia Fairways Homeowners Association contracts for 24-hour on call security service. A foot patrol officer is on the premises as directed by the Board of Directors. Hours may vary from time to time. Random driving and foot patrols take place throughout the rest of the 24-hour period. **Please note, however, that the Association is not a secured complex. Residents should take appropriate precautions to protect themselves and their property against injury or theft.**

Call security if you witness a rule violation and need it addressed IMMEDIATELY. Keep in mind, that it may take up to an hour for an officer to respond when they are not on the premises. Also, response times may vary depending on the nature of the situation. You may choose to refer the situation to the Sheriff's Department. Give a full explanation along with your name and phone number to the dispatch service. YOUR PERSONAL INFORMATION IS CONFIDENTIAL and will not be revealed to the party you are calling about.

If you DO NOT need immediate assistance but want the Association to be aware of a rule violation or ongoing situation, please document what you witness and turn it in to the office as soon as possible.

Valencia Fairways Office: (661) 670-8470

For non-emergencies call the Sheriff's Department at: **(661) 255-1121**. Ask for the watch commander and tell them about the situation you want them to respond to.

CALL 911 for criminal activity, domestic disturbances, life-threatening situations or other serious emergencies.



CITY OF SANTA CLARITA

EMERGENCY PHONE NUMBERS

(All Phone Numbers are area code: 661)

EMERGENCY DIAL	911
Fire or Paramedics	259-2111
Sheriff	255-1121
Henry Mayo Memorial Hospital	253-8000
Poison Hotline (24 hours)	800-876-4766
Community Hotline	255-1800
Child Care Resource Center	255-2474
Highway Patrol	257-6030
Road Conditions	800-427-7623
24 Hour Crisis Intervention	800-635-1810

VALENCIA FAIRWAYS HOA PROPERTY MANAGEMENT

Gary & Robin Choppe – Property Management 670-8407
After-Hours Emergency 476-4403

SANTA CLARITA VALLEY PUBLIC SAFETY

Public Safety & Security Patrol Services - Dispatch 857-1353
On-Site Officer 219-3025

UTILITIES

Blue Barrel Disposal	259-2398
Chiquita Canyon Landfill	257-3655
SBC Communications (Phone)	800-310-2355
Southern California Edison	800-684-8123
Southern CA Gas Company	800-427-2200
Santa Clarita Disposal	252-8208
Santa Clarita Water Co. (Canyon Country)	259-2737
Valencia Water	294-0828

CABLE & SATELLITE

Comcast	888-255-5789
Time Warner	252-2318
Direct TV	888-777-2454
Dish Network	888-DISHTV1

MOVIE THEATERS

Edward's Cinema (Valencia)	260-2960
Edward's Cinema (Canyon Country)	299-9385

GOVERNMENT/CITY OFFICES

American Red Cross	259-1805
Animal Care and Control	257-3191
Automobile Club of SCV	259-6222
City Hall	259-2489
Dept. of Motor Vehicles	259-9010
Dept. of Regional Planning	253-7211
District Attorney	253-7244
Health Services	253-7251
Library (Valencia)	259-8942
Municipal Court	253-7311
Pet Assistance Foundation	250-4332
SCV Chamber of Commerce	259-4787
SCV Parks & Recreation	255-4910
Santa Clarita Postal Office	254-1684
YMCA	253-3593

TRANSPORTATION

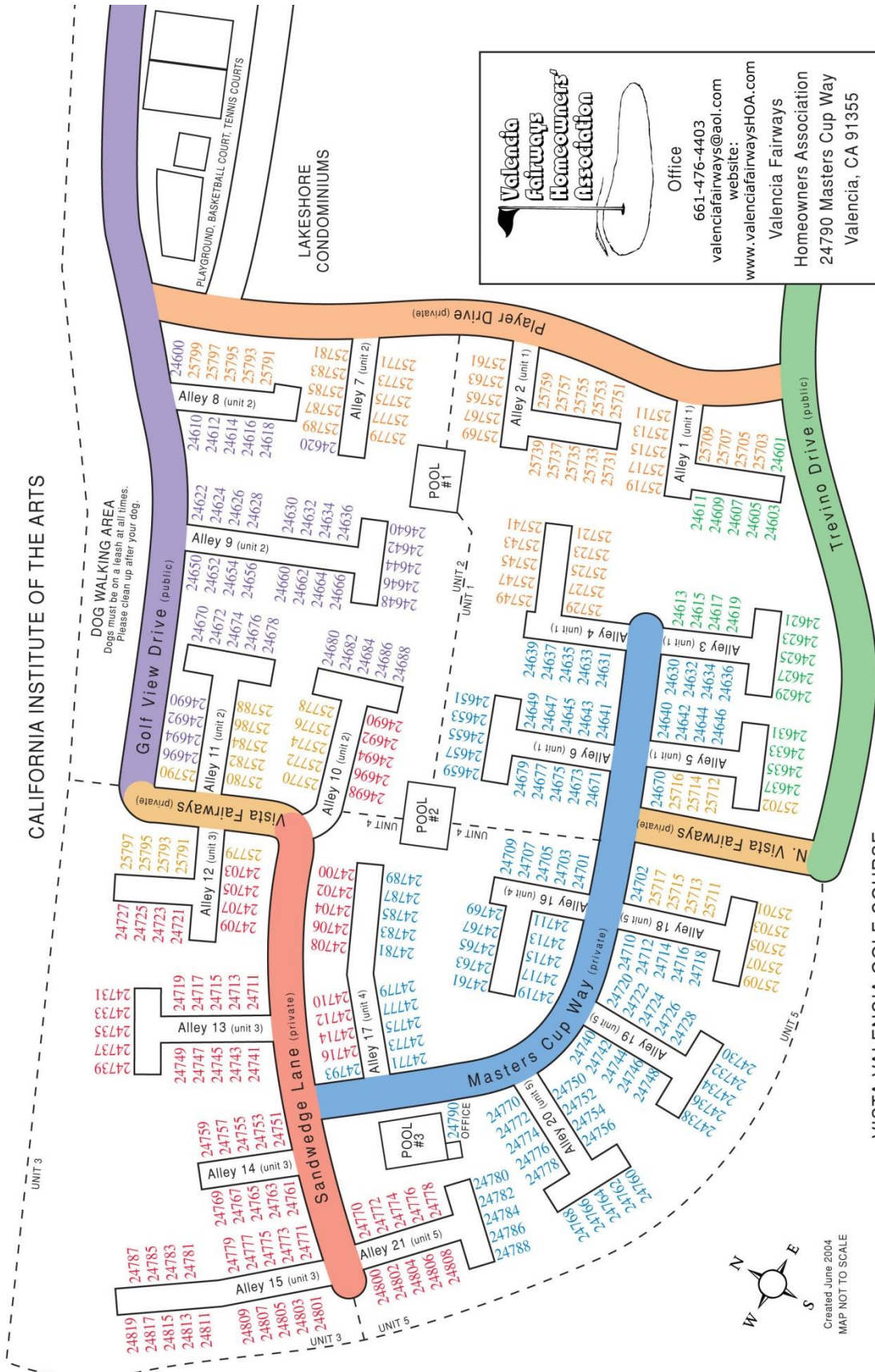
Amtrak Train	800-872-7245
Dial-A-Ride	294-9327
Metrolink	800-266-6883
Safe Rides	259-6330
Santa Clarita Transit	294-1287
Valencia Airport Shuttle	288-5744

PUBLIC & PRIVATE SCHOOLS

College of the Canyons	259-7800
Emblem Elementary	297-8870
Foster James Elementary	297-8840
Golden Oak Adult	253-0583
Hart High School	259-7575
Helmers Charles Elementary	297-8850
Highlands Elementary	297-8875
La Mesa Jr. High	250-0022
Liveoak Elementary	295-5601
Meadows Elementary	255-8450
Mint Canyon Elementary	252-2570
Mitchell Elementary	252-9110
Mountainview Elementary	297-8835
Newhall Elementary	259-8480
Old Orchard Elementary	259-1771
Our Lady of Perpetual Help Catholic	259-1141
Peachland Elementary	259-1660
Pinetree Community	298-2280
Placerita Jr. High	259-1551
Rio Vista Elementary	297-8880
Rosedell Elementary	297-8860
Santa Clarita Christian	252-7371
Santa Clarita Elementary	297-8845
Saugus High	297-3900
Sierra Vista Jr. High	252-3113
Skyblue Mesa Elementary	297-8890
Stevenson Ranch Elementary	290-2572
Valencia High School	294-1188
Wiley Canyon Elementary	259-6061

YOUR IMPORTANT PHONE NUMBERS

CALIFORNIA INSTITUTE OF THE ARTS

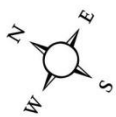


Valencia Fairways Homeowners' Association

Office
 661-476-4403
 valenciafairways@aol.com
 website:
 www.valenciafairwaysHOA.com

Valencia Fairways
 Homeowners Association
 24790 Masters Cup Way
 Valencia, CA 91355

VISTA VALENCIA GOLF COURSE



Created June 2004
 MAP NOT TO SCALE

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PARKING RULES

1. The VFHOA is the owner in lawful possession of alleys and private streets in the Valencia Fairways. **Parking is restricted in alleys and on Association owned streets.** The security employed by the VFHOA has been instructed to patrol our alleys and streets day and night, to enforce applicable vehicle codes and VFHOA parking regulations adopted by the Association. The Sheriff's Department has authorization to enter the VFHOA to enforce any law.
2. The VFHOA upholds and enforces all applicable City and County vehicle codes
3. The California Vehicle code (including but not limited to) section 22658(a), provides for removal of vehicles parked in violation of the vehicle code, at the owners' expense.
4. Any signs which may be posted at the entrance of VFHOA streets, alleys, or on any fence or wall within VFHOA shall apply to the entire VFHOA property.

5. VFHOA Parking Stickers & Temporary Passes

All residents must have a VFHOA parking sticker displayed on the window of their car in order to park on VFHOA streets. Without a parking sticker displayed on your car, you will be in violation of the VFHOA Vehicle Parking Rules. It is the responsibility of each owner to supply their tenants with the parking stickers that were sent to the owners. It may be attached to the lower left back window area of their vehicles; to the back side of the rear view mirror hanger with the parking sticker stuck to it so that it is always visible; or put on an oversize index card and displayed on the dashboard.

Any vehicle parked without the parking sticker displayed, can be given a parking violation citation. If a resident normally parks in their garage, and infrequently parks on VFHOA streets, it is highly recommended that they display the sticker to avoid a citation, fine or tow. Most citations will be a First (1st) warning without a fine or tow. Any citation violation rendered after a first warning will result in either a fine and or a tow.

Security and the VFHOA are very serious on this matter. Tows are under the authority of section 22658(a) OF THE California Vehicle Code and as directed by the property management and or the Board of Directors.

Each property owner is authorized to have two (2) parking stickers and one visitor pass. More visitor passes are available through the VFHOA office, for a fee. All visitor passes and parking stickers are owned by the VFHOA and must be returned to the owner or VFHOA if the owner sells their property.

RESIDENTS PARKED IN THE FAIRWAYS are permitted to park on the private streets for up to seven (7) days. Private streets are; Master Cup Way, Vista Fairways, Player Drive and Sandwedge Lane. Resident who need to park longer, due to an extended vacation or business trip, or any other unusual circumstance, need to get a paper Temporary Parking Pass (Extended Parking Pass) from the VFHOA office, showing the approved added parking time, or length of the extension.

ALL VISITORS & GUEST must have a VFHOA visitor temporary parking pass to park in the Fairways, and they may park for up to 48 hours.

EXTENDED PARKING PASSESS: Any vehicle displaying a Visitor Parking Pass will need to move the vehicle after 48 hours. After 48-hour limit has passed, a vehicle is considered an abandoned vehicle. Visitors who need to park longer need to secure and Extended Parking Pass from the VFHOA office that indicates the approved length of extension.

OTHER UNKNOWN VEHICLES: will be tagged and towed after ninety-six (96) hours.

Violators of VFHOA parking rules may be tagged and towed. All towing charges are the responsibility of the vehicle owners.

6. The Association's streets have striped parking areas throughout for ensuring the most efficient use of the area available for unit owners and guest. The diagonally striped pull-in parking areas on Player Drive are not of adequate size for parking of oversize pickup trucks, in that they present a hazard to passing traffic. Consequently, parking of vehicles exceeding the length of a standard size

automobile, twenty feet, is prohibited in this area, as the signs in that area specify. Prohibited vehicles will be subject to towing. It is unlawful to back into a diagonal parking space. If any car parked backed into the space, it is subject to immediate towing. Security will be informed to tag the vehicle with a citation violation. This citation will carry a **first offence fine of \$350** in addition to the towing cost. If a **second offense** occurs with the same vehicle and owner, the fine **shall be \$600**. In addition, the vehicle will lose its parking pass and will not be allowed to park on any of the private streets of the Fairways. The only places they will be allowed to park will be Trevino Drive and Golf View Drive. North side only.

7. Oversized long bed pickup trucks, dual cab with and 8-foot bed, vans and enclosed paneled truck that are 72" high or higher are also restricted from parking in front of security cameras. These trucks will be ticketed and towed after only on (1) warning. There is plenty of space on Trevino Drive and Golf View Drive for these vehicles.
8. The following streets are privately owned by the VFHOA: Player Drive, Sandwedge Lane, Vista Fairways Drive and Masters Cup Way. NOTE: Golf View Drive and Trevino Drive are City streets.
9. All alleyways within the VFHOA should remain accessible for emergency vehicles. Unattended parking is strictly prohibited and is subject to towing and fines. Parking in the alleys is restricted to a very short duration only of 30 minutes. Any car left unattended in the alley for more than 30 minutes is subject to a citation and fine, and also towing. A good guideline for allowed parking time in alleys would be for the purposed of car washing, and loading and unloading of the vehicle. (Keep in mind California is in a drought).

Exceptions are granted for police, fire, or ambulance equipment or vehicle emergency; other emergency services vehicles, or commercial service vehicles working at a resident's home. A note should be placed on the dashboard of any commercial vehicle, providing their names, cell phone number, purpose of their presence and contact information for the homeowner.

10. Changing oil, repairing or dismantling a vehicle is not permitted on Association streets, alleys or garages. Mechanical work on cars in the streets and alleys is not permitted at any time except for emergency repair (flat tire, etc.) Garages are not

to be used for major auto repair of occupant's vehicles or for any repair of other persons' vehicles.

11. Work trucks or vans owned or assigned to homeowners, tenants, lessees (tenants under a lease), or renters, or occupants, are not allowed to be parked on Fairways property between the hours of 5:00pm of one day through 7:00am of the following day. A work truck or van is defined as any vehicle so designed and so equipped, which would make their primary purpose other than the transportation of passengers. Work trucks may also be defined as any truck with business lettering anywhere on its body; any three or more axle vehicle.
12. The following types of vehicles are not allowed to be parked on any Association streets or alleys: Motor homes; buses; trucks (see definition above); boats, inoperative vehicles, or any vehicle which extends past the original location of the rear bumper or trailer. No non-motorized vehicle or other wheeled device may be left parked on any Association streets at any time, i.e. boat, trailer, camper, etc. Such vehicle will be subject to immediate towing.
13. For the convenience of a contractor performing maintenance or emergency repair on the premises, such contractor is allowed to park their work vehicle in the alley provided that they secure a pass from the VFHOA office to park there while they do the work.
14. The Association considers intentionally moving a vehicle back and forth on Association streets, for the purpose of circumventing these rules to be "storing" the vehicle. The Association will not allow vehicles to be stored on Association streets.
15. Fairways Parking Stickers are issued to vehicles of licensed drivers only. A household with two (2) licensed drivers will be entitled to two (2) regular parking stickers for street parking. Each household shall be entitled to one (1) Visitor's pass. Additional visitor's passes may be obtained at the of VFHOA office for \$20.00 per pass.
16. Any vehicle parked fully or partially in a red "No Parking" zone shall be subject to immediate towing. This includes any portion of the front or rear bumper and/or trailer hitch. Painted white parking lines indicate designated parking spaces.

17. The red “No Parking” zone directly in front of the VFHOA office on Masters Cup Way is reserved for security personnel vehicles only.
18. The unit owner may be held responsible for any vehicle violation caused by a tenant or guest. In the event a tenant continues to cause owner problems, then the owner may be asked to evict the tenant.
19. The speed limit for traffic on the Association streets: Sandwedge Lane; Masters Cup Way; Vista Fairways Drive; and Player Drive is 15 mph. The speed limit on the public streets: Trevino and Golf View, is 25 mph. Excessive or disturbing noise from vehicle/motorcycle motors, mufflers, alarm systems, or sound systems is prohibited. Changing alarm sensitivity is requested. Reducing speed and lowering stereo volume when entering VFHOA streets and alleys is also advised.
20. Vehicles leaking gasoline, oil or other fluids may, at the discretion of the VFHOA, be prohibited from parking on Association streets. Any clean-up or damage expense caused by such leakage will be charged back to the vehicle owner. If the vehicle owner is a guest or tenant of an owner, that homeowner may be held responsible as well as the vehicle owner. Vehicles in violation are subject to a fine or removal at the expense of the vehicle owner and/or the homeowner. **(Fines: first (1st) offence-\$100, Second (2nd) offence-\$200 and third (3rd) offence-\$300)**
21. Vehicles with expired tags on their license plates may not be parked on Association streets and therefore may be subject to towing.
22. Neither the Homeowners Association nor the Board of Directors shall be responsible for the maintenance, insurance, liability, vandalism or any damage, which may come to any vehicle or any personal or private property contained in the vehicle.
23. It is prohibited at all times to park a vehicle on the lawn or landscape in the event such an occurrence should happen then the vehicle shall be immediately towed and the party **shall be fined \$500.00.**

- 24. The Association may, at its own discretion, prevent a vehicle from being parked on VFHOA property for reason of deficient appearance of the vehicle. Deficient appearance may be defined as vehicles with extensive body, paint or window damage, flat tire(s).
- 25. No “For Sale” signs are permitted on cars parked on VFHOA property.
- 26. A vehicle may not be parked facing the opposite direction of normal traffic, and may be subject to immediate tow by the Association.
- 27. Owners of vehicles found to be in violation of the vehicle parking regulations or polices are to be notified of the Association’s intent to assess fines or have the vehicle removed, unless the vehicle is subject to immediate towing. This notification shall be posted on the vehicle and be given one time only. Once the notice has been given, the Association will wait a minimum of ninety-six (96) hours before issuing assessment or tow authorization. A hearing shall be held for VFHOA owners before the Board levies a fine for a parking violation.
- 28. Any vehicles, whether automobile, SUV, van, pickup truck, etc., that have printed or written advertising on the body or windows, are not allowed to park on any of the private streets of the Fairways. They can only be parked on the two public streets, Golf View Drive and Trevino Drive. Such commercial vehicles will be cited for a tow and a fine.

PARKING SCHEDULE OF FINES:

BACKING INTO DIAGONAL PARKING SPACE

Frist (1ST) offense \$350 plus towing cost
 Second (2nd) offense, same owner & vehicle \$600 plus loss of Fairways parking privilege & pass.

VEHICLES LEAKING FLUIDS ONTO PAVED AREAS:

First (1st) offense: \$100
 Second (2nd) offense \$200
 Third (3rd) offense \$300 plus the cost of removal

PARKING ON ASSOCIATION LAWN OR LANDSCAPE

\$500 FINE

SAFETY AND SECURITY INFORMATION

The VFHOA contracts with a security company to patrol the complex. Please note, that the Association is not a secured complex. Residents should take appropriate precautions to protect themselves and their property against injury or theft.

The security guards are on call 24 hours a day and patrol the premises as directed by the Board of Directors. Hours may vary from time to time. The job of the security guard and patrols is to enforce the Rules and Regulations specified in this document. Call the security company directly to report disturbances or infractions of the rules. Give your name and phone number to the security office; this protects the safety of the guards and provides a callback number if needed, and helps distinguish crank calls from legitimate concerns. Your name and number will not be shared with other residents or those you have reported to be in violation of the rules. Most time, the security guard responding to the call does not know who the party is that initiated the call.

Residents are encouraged to keep a record of any contacts with the security company: note the name of the person who answered the phone, the time and date of your call, and a description of the response of the security guard. If you have a problem that cannot be resolved by the security guard, call the Sheriff's Department. If you have a problem with the security service or other residents. Residents are also encouraged to help in the policing of their neighborhood by participation in Neighborhood Watch, a program run by the Sheriff's Department. Residents can also help the Association in enforcing the rules by keeping written documentation of activities or violations they observe. The security service may periodically give presentations on facilitating Neighborhood Watch. Residents can also help the Association in enforcing the rules by keeping written documentation of activities or violations they observe.

Please notify the property management company if a problem you have reported persists or warrants involvement by the Board of Directors.

CRIMINAL OR SUSPICIOUS ACTIVITY

Homeowners are encouraged to be active participants in Neighborhood Watch. If you observe any suspicious or illegal activity, CALL THE SHERIFF'S DEPARTMENT IMMEDIATELY. Keep the sheriff's department number at your telephone or in auto dial. You do not need to give your name, however, it is strongly recommended. Give your report in calm, slow, and precise language, if you observe or hear activity in the pools or tennis courts after hours, please notify security immediately; it is considered trespassing, DO NOT CONFRONT THE PERSONS INVOLVED. You are encouraged to also contact the property management company as soon as possible so that a unit-by-unit record can be compiled of this activity occurring in the complex. Written or other documentation of activities you observe is strongly encouraged.

CURFEW

City of Santa Clarita ordinance defines the City curfew for minors. It states that it is unlawful for anyone under 18 years of age to be unsupervised by an adult between the hours of 10:00pm and 6:00am the following morning on public property or private property with public access. The latter includes streets, alleys, and common areas belonging to this homeowners' association, including pools and tennis courts, playground or greenbelts. Security guards reserve the right to escort violators to their parent/guardian and a citation may be issued. Serious violations may result in contacting the Sheriff's Department.

PERIODIC UPDATES TO RULES AND REGULATIONS

The Association may need to make updates to the Rules and Regulations from time to time. You have the right to comment on proposed rule changes within 30 days of notification of a proposed rule change. Thereafter, the Board will vote on the proposed rule change at a Board meeting and you will be notified of the rule adoption in a periodic newsletter, e-blast or a replacement page will be sent to owners. Please add any updates or amendments to this document as they are distributed. Absentee owners are responsible for providing any updates to their tenants and or lessees, so that both owners and tenants will have a complete and current understanding of them.

COMMON AREA DEFINITIONS:

Common areas are those outside your unit, patio, gate and patio fence. They include the recreation area (playground), alleys, sidewalks, greenbelts, pools, tennis courts, landscaping, exterior surfaces of the buildings, patio walls & fences, etc. Within a patio, the exterior surfaces of the building and exterior of the patio fences are maintained, repaired and replaced by the Association. For units with no patio leading to the front door, the walkway leading up to, or the slab directly in front of the front door is common property.

OWNER AREAS:

Owner's areas are all interior surfaces of perimeter unit walls, ceilings, floors and foundation slab, and all windows and doors of each unit. For units with patios leading to the front door, the patio slab (or other surface) is the owner's responsibility to maintain.

LANDSCAPING

The VFHOA strives to provide harmonious and beautifully landscaped ground for all homeowners to enjoy. The VFHOA contracts with a landscaping company to maintain the common areas. If you observe an area that needs attention, please contact property management.

1. Residents who wish to install plants/vegetation in addition to the existing landscaping in the common areas outside of their unit, must submit a written request outlining the placement and types of plants to be installed. If approved, the resident is responsible for the care and maintenance of such plants and any resulting damage to the common property. This may include watering, fertilizing, pest control and pruning. Due to the possibility that an Owner or Tenant has installed any plants previous to this now current Rules and Regulations document, then it is required that they renew the written approval document if their copy is misplaced.
2. The following will not be considered acceptable in the common area, unless previous written approval has been granted:
 - a. Fruit and vegetable plants
 - b. Potted plants

c. Statuary and other decorative additions

Potted plants that are approved for placement in the common area must be positioned so as not to obstruct use of the walkway. Additionally, upon notification, the Association reserve the right to remove any plants or decorations installed by homeowners or residents if they are:

- a) Not being properly maintained
 - b) Present an unkempt appearance
 - c) Deemed to prevent access to, or maintenance of: utility service units, stucco siding and picketed and/or solid wood fences.
3. One of the major contributors to structural damage to the Association's buildings comes from roots of trees that have been planted close to structures and to the Association fences. Consequently, planting of trees within a patio is strictly prohibited in that subsequent structural damage from roots is highly likely. Any damage caused by a tree located within the confines of a patio will be the responsibility of the unit owner. In the best interest of solving the problems caused by trees and hedges that are within the patios, the owner shall contact the property manager to schedule the best method to resolve the problem.
 4. Homeowners are responsible to ensure potted plants will not harm Association maintained common areas. Harmful conditions may include wood rot, stains, water, or other damage caused as a result of improper maintenance of the potted plant. To help ensure proper maintenance, homeowners must maintain potted plants so water seepage will not damage VFHOA maintained property.
 5. The Association is not responsible for replacing plants installed by residents if they succumb to drought, over watering, pest, neglect, insufficient nutrient, improper lighting condition, growth or removal of other plants, vandalism or any other reasons.
 6. The Association is not responsible for maintaining the plants located inside patios. The Association and landscaping company are not responsible for leaf removal within patios.

7. Tampering with the common area sprinkling system is prohibited. Please address any concerns you have regarding the sprinkling system by contacting property management.
8. Common area lighting: The Association provides for common area lighting. Issues associated with the lighting should be reported to property management. Low voltage, solar lighting must be approved for placement in the common area or on their patio cover (pergola) prior to installation. Approved lighting is intended for the purpose of enhancing the surrounding area and safe access to the homeowner's entrance area.

PLAYGROUND AND RECREATION AREA

The Valencia Fairways park area located on Golf View Drive is for the exclusive use of Valencia Fairways homeowner's, tenants and their guest. The area includes two tennis courts, a half-basketball court, a playground and green belt area. Pets are not allowed on the sand in the playground area or on the tennis courts. Dogs on the greenbelt around the recreation area must be on a leash at all times and owners must clean up after their dog (s). Waste bags and trash receptacles are provided in the area. Note: Prior written approval is required for any large parties or group activities at the playground. Authorized use for group activities does not provide for the exclusive use of the playground. Hours are 10:00am to 11:00pm. Authorization shall be granted only if the owner signs a waiver and release of liability and obtains a signed waiver for every attendee. (we should have Debra give us one)

POOL AND SPA

The Association provides amenities such as pools and spa for the enjoyment of homeowners.

WARNING: NO LIFE GUARD ON DUTY. ALL PERSONS USING THE POOLS OR SPA DO SO AT THEIR OWN RISK.

1. Pool/Tennis court keycards are the property of the VFHOA and must be transferred to the new homeowner/resident or returned to the Association. Each unity is issued one (1) pool/tennis court keycard.

2. Security personnel have the authority to enforce Association Rules and Regulations and may make decisions regarding individual use of a particular facility or Association amenity such as the pool areas. The Association and/or security personnel may take possession of a keycard from anyone whenever it is deemed necessary, any person who refuses to surrender a pool or tennis court keycard when directed to do so by the Association and/or security personnel, may face discipline and/or legal action. Homeowners and residents are not permitted to loan or give a keycard to anyone. Homeowners and residents are not permitted to loan or give a keycard to anyone. Homeowners may be responsible for the cost associated with the replacement of a lost, stolen, or damaged keycard. A **replacement keycard cost \$200.00**. The Association, with its new software for the keycard system, is capable of deactivation an individual's homeowner's card so it will not operate in any of the key card gates.
3. At their discretion or by direction of the Board, security personnel may instruct any individual(s) to refrain from any activity or use of a specific toy or device, including drones, while using an Association facility or amenity such as the pool area. Large floatation devices such as car tire size floats and boogie boards are prohibited from the pool area. Persons who refuse to modify their behavior according to the direction of security personnel may face ejection from the pool area by request or by action of law enforcement.
4. All damages or repair cost resulting from the misuse of the pool recreation areas and furniture will be charged to the homeowner.
5. The Association has three (3) pool areas. Pool #1 is located in the greenbelt near Player Drive. Pool #2 is located in the center of the complex and is the one with a heated spa. Pool #3 is located on Masters Cup Way, next to the Association office. All pool rules, as posted in pool areas, and/or as set forth in this document, must be observed. Violation of pool rules and regulations may result in a fine and/or confiscation of Association pool keycards at the owner's expense. A violation of any Association rule while in a pool area may result in ejection from the pool area, and possibly a loss of privileges.
6. Pools #1 and #3 are open and heated from approximately May 1 through September 30 of each calendar year. Everyone is welcome in these two pools.

Pool hours in #1 and #3 are from 7:00am to 10:00pm daily. Quiet hours in all Pools are 7:00am to 10:00am and 8:00pm to 10:00pm.

7. Pool #2 with spa is open and heated year-round. Hours for Pool #2 are from 7:00am to 11:00pm daily.
8. The spa at Pool #2 may be used by persons under age 14, however they must be supervised by an adult over age 18 due to safety concerns. The spa is not recommended for use by infants or children 5 years old and under, even with supervision, due to risk of overheating and dehydration and drowning. Children between 6 and 14 should be supervised by an adult while using the spa. Individuals over age 14 may use the spa without adult supervision.

The spa is kept at 102 degrees. Individuals using the spa do so at their own risk and should give consideration to avoiding prolonged exposure to high temperatures, especially your children and the elderly. The Association assumes no responsibility for injuries caused by use of the spa. For the comfort and enjoyment of all, rambunctious, loud or disturbing behavior will not be tolerated in the spa. Consideration should be given to communication at a normal level of conversation. No persons in diapers are allowed in the spa.

9. No flotation devices of any kind are allowed in the spa. Persons who cannot swim should not use the spa. Warning: consuming alcohol while using the spa could present a health risk.
10. Children under the age 14 must be accompanied by an adult 18 years or older **AT ALL TIMES**. The supervision of children shall be strictly observed. The responsible homeowner must continuously monitor the children in his or her charge while in any of the pool areas.
11. No persons are permitted in the pool or spa with diapers except swim diapers. Care givers or parents should check the diapers every 30 to 60 minutes and change them away from the pool to prevent contamination of the pool. It is recommended that small people in diapers use the small pools in pool areas #1 and #3 for their safety.

12. The pool and spa areas are for the exclusive use of residents and their invited guest. To allow enjoyment by all residents, a maximum four (4) guest per unit is permitted. All guests must be accompanied by an owner/resident at all times. Owners/residents are responsible for the conduct and safety of their guest while using the pools and/or spa.
13. Pool noise must be kept to a minimum. Excessive noise such as yelling, screaming etc., by anyone, is not permitted. Abusive behavior and offensive language will not be tolerated. No radios are allowed, unless the individual uses headphones so that others are not disturbed. Conduct in pool areas must be orderly. Games that would restrict other users; running on the pavement; noisy behavior, and unnecessary splashing are not permitted. Aquatic games must stop if other swimmers are in the pool.
14. No beverages in glass containers are permitted in the pool area. Beverages may be consumed in the pool area from plastic, metal, or unbreakable containers only. No glass of any kind is allowed in the pool area.
15. All floating rafts, boogie boards, surf boards, and blow up toys are prohibited in the pool area AT ALL TIMES. Please leave them at home or they may be confiscated. Pool noodles and designated personal safety flotation devices, which do not inhibit the use of the pool by other swimmers, are allowed. Personal safety flotation devices are subject to Board approval. Kickboards used for lap swimming are allowed. Persons playing with toy water gun devices should use care not to disturb other swimmers.
16. All persons intending to use the pools or spa shall shower before entering
17. No pets are allowed in the pool and/or spa areas.
18. No skateboards, roller skates, rollerblades, scooters, or bicycles are allowed in the pool and/or spa areas.
19. No diving or "jumping from any elevated platforms" allowed in any of the pool and/or spa areas at any time. The depth is not sufficient for diving.

20. Residents and guest must clear away their trash before leaving the pool area. Surveillance cameras will capture videos of all trash strewn areas and those who are responsible. Security and/or property manager will make contact, and issue a citation fine. Fines will be assessed to the property owner after notice and a hearing. **Fees are first (1st) citation -\$50.00, Second (2nd) citation -\$100.00**
21. Smoking is prohibited at any pool. Use of any drugs will result in a fine of \$250.00. See City smoking rules in addendums.
22. Safety equipment provided in the pool area must remain in the area at all times. These items are not to be used as toys. Do not remove them from their intended places except in case of emergency.
23. Insurance restrictions require gates to the pool areas be kept closed and locked at all times. Failure to comply could result in your disciplinary action. It is against the rules to prevent a pool gate from being able to close completely.
24. Pool amenities such as cement benches, tables, and umbrellas shall not be moved by anyone other than property representatives. There shall be no removal of pool umbrellas, putting them into, and/or attaching them to the steps or step railing in any way. This type of activity can result in your pool keycard being deactivated.
25. No soap or other foreign substances are permitted in the pools or spa.

COMMON AREA CONDUCT

1. Landscaped “green belt” areas are intended for visual beauty and tranquil ambiance, for the community’s enjoyment. Landscaped “green belt” areas are not planted or graded for athletic or recreational purposes. People playing with light-weight toys, or softer or light-weight balls, are permitted to play in the green belts, providing they don’t cause property damage, However, multi-player athletic ball games such as baseball, football, or soccer, are not permitted in the green belt and alley common areas. If it is reported that any balls being thrown are causing property damage, or damage to other residents, the Association will consider each individual case for discipline after notice and a hearing. No type of ball playing against walls (including garage doors) is allowed. Paint ball games are not

permitted. No golf clubs, even if using practice balls, are permitted. Damage caused by these or other activities shall be the responsibility of the unit owner.

2. Parties or large gatherings in common areas other than the playground area are prohibited. Activities which take place in the common areas that disturb others, or restrict the intended use of the common area, are prohibited. Parties and/or outdoor BBQ's around Pool #1, Pool #2 or Pool #3 are strictly prohibited.
3. Homeowners are responsible for any common area damage caused by them, or a member of their household, their tenants, their children, their guest, or pets. All such damage shall be repaired at the expense of the unit owner.
4. Tree and fence climbing is prohibited.
5. Homeowners, their family members, guest and tenants shall observe the posted signs to stay off the grass on the hillside along Golf View Drive.
6. Articles of clothing, linens, towels, rugs, mats, life jackets, or bathing suits shall not be hung on patio fences, gates or from windows.
7. Climbing to and walking on the roofs is strictly prohibited except for emergencies and for the purpose of repair and only with permission of the Board or its agent. Roof tiles are very fragile and broken tiles can lead to water damage and leaks. Violators may be fined \$200.00 after notice and a hearing and will be responsible for the cost of any repair for damage caused. Absolutely no Christmas Decoration shall be displayed on the roof area of any unit. This includes blow up displays. Such display will result in a fine after notice and a hearing and will be removed by a qualified roofer. Any damage to the roof tile will be the responsibility of the owner. **Fine shall be \$200.**
8. Common areas around the units, such as in the alleys around air conditioning units, and water or gas pipes and meters, shall not be used for storage and shall be kept clean of trash or debris. Garden hoses shall be stored in the garage or patio.
9. Discarding or littering items onto the common area is prohibited.

10. No owner, tenant, renter or occupant shall modify, alter, or add to the exterior of the building in which their unit is located without the prior written approval of the Association 's Board of Directors. Such changes also must be in compliance with applicable building codes and regulations as well as any the Association specifications for such items such as, but not limited to, changes to the windows, doors, gates, fencing, lattice work, mail boxes, patio covers, landscaping, or the installation of satellite dishes in the common area. The installation of satellite dishes on an owner's lot must comply with the satellite dish policy on pages 34-35, under Architectural Rules.
11. No owner, tenant, renter or occupant is permitted to paint, repair, maintain, alter, or modify any exterior wall, fence, gate, walkway, railing, roof, or any portion of the common area.
12. Garage and/or yard sales are prohibited.
13. Driving a vehicle of any kind in the lawns or in planted areas is strictly prohibited. This includes motorized scooters and hover boards.
14. Any violators of VFHOA rules or regulations may be asked by one of our contracted security guards to leave the tennis courts, pool areas, playground or other common area, and shall do so immediately or face possible arrest and/or legal action. The Board may also impose discipline after notice and a hearing.

REFUSE REMOVAL AND TRASH

1. Trash containers can be left in the alleys only on either the night before collection day(s) or on collection day(s) itself, for the purpose of trash pick-up. The containers are to be removed from the alleys and stored in the garage by 10:00pm on the evening of collection day. Trash containers shall not be left in the alley on non-collection days nor ever in the patio areas. Containers left in the alley beyond collection days may be removed and the owner may be subject to a fine.
2. If you will be away for an extended period, cancel all newspapers and deliveries, or request the service of a friend or neighbor to pick them up for you to discourage vandalism or burglary. Newspapers and other such items accumulation in the driveway or walkway sends a clear signal to vandals that your

unit, for the moment, is unattended. In addition, contact the management office regarding you being away, and obtain an extended approval for leaving a vehicle parked on the street beyond the time limit.

3. No owner or occupant shall dispose of any toxic material in the complex in a manner that is inconsistent with the law. The Board of Directors may levy a severe fine against the owner of a unit whose occupants have been observed illegally disposing of any toxic material. Toxic materials include, but not limited to, oil, antifreeze, solvents, gasoline, paint, etc.
4. Owners needing the service of large roll-off trash containers must notify property management and obtain prior approval. Large roll-off trash containers may not be on the premises for longer than one week if they will be placed in an alley or on a private street belonging to the Fairways. If additional time is needed beyond one week, the owner must provide the anticipated time frame and obtain an extended approval.
5. Large items for trash pick-up may only be placed in the alley one (1) day before collection. The owner must make arrangements for pickup of any oversized items with the local trash hauler. Landscape and maintenance personnel are not responsible for trash removal.
6. It is prohibited to discard any item onto the common area. This regulation shall include all discards out the front door, window, gate, over patio fences, wall, or from vehicles. Homeowners are responsible for discarding all trash into their unit's trash containers.
7. The Association provides common area trash containers as a convenience for use while enjoying the recreational facilities. These containers should not be used to dispose of a unit's trash or waste.

OTHER RECREATIONAL ACTIVITIES

Skateboards, Scooters, Bicycles & Motorized Devices

1. Skateboards, rollerblades, roller skates, hover board, moped and electric scooters are prohibited from being ridden on all Fairways property, sidewalks, alleys and private streets.
2. Sidewalks are primarily for the use of pedestrians and walkers. Use of tricycles, bicycles, and foot or manual- powered scooter are allowed on sidewalks only and not to be ridden at excessive speeds. They are prohibited to be ridden in driveways or alleys at any time, supervised or not, due to safety concerns. The safety of pedestrians must be considered, and right-of-way yielded to them at all times. The VFHOA assumes no risk for injuries resulting from unsafe or negligent activities.
3. Any motorized devices that are not legal to be driven on public streets are also prohibited from being driven on Fairways property, including sidewalks, alleys, and private streets.

SIDEWALK ART

Chalk art or markings are prohibited in the common area or alleys at any time. Alleys are for vehicle access to individual garages and emergency vehicles only.

TENNIS COURTS

1. Tennis court/pool keycards are the property of the VFHOA and must be transferred to the new homeowner/resident or returned to the Association. Each unit is issued one (1) pool/tennis court keycard.
2. Security personnel has the authority to enforce Association Rules & Regulations and may make decision regarding individual use of a particular facility or Association amenity such as the tennis courts. The Association and/or security personnel may take possession of a keycard from anyone whenever it is deemed necessary. Any person who refuses to surrender a tennis court/pool keycard when directed to do so by the Association and/or security personnel may face

arrest and/or legal action. Homeowners and residents are not permitted to loan or give a keycard to anyone. It is noted both here and in the Fee Schedule, that a **replacement keycard cost is \$200.00**. If, in the event that a homeowner gives their keycard to another person to use and the Association becomes aware of this activity, then the Board may delete the keycard ID from the computer system, so that it becomes inactive.

3. At their discretion or by direction of the Board, Security personnel may instruct any individual(s) to refrain from any activity or use of a specific toy or device while using an Association facility or amenity such as the tennis courts. Persons who refuse to modify their behavior, according to the direction of security personnel, may face ejection from the tennis court area by request or by action of law enforcement, and may have their keycard blocked.
4. All damages or repair cost resulting from the misuse of the tennis courts will be charged to the homeowner.
5. The tennis courts are for the exclusive use of residents and their invited guest. Guest are not permitted to use the courts without the presence of the homeowner or resident. A homeowner or resident is not to have more than three (3) tennis-playing guest on the courts at one time. Owners/residents are responsible for the conduct and safety of their guest while using the tennis courts.
6. The courts are for tennis only. No volleyball or other games are permitted.
7. Roller skates, rollerblades, skateboards, scooters, bikes or other motorized devices of any kind are not allowed on the courts. Any individual found abusing this rule will immediately lose the privilege of their keycard by deactivation. If any damage is caused by the abuse, such damage will be the responsibility of the homeowner.
8. You must yield your court after one hour of play if other players are waiting.
9. The tennis courts are for the enjoyment of residents and their quest and shall not be used for conduction a business, such as providing recurring and/or group tennis lessons.

10. Pets are not allowed on the tennis courts at any time.

HOMEOWNER AREA

While the VFHOA respects homeowner's decorative tastes, certain aspects within the homeowner's area must comply with Association rules to ensure unnecessary cost are not incurred by the VFHOA.

Excessive and unnecessary cost may be charged to a homeowner if the damages are identified to be as a result of the homeowner's or resident's own action. All homeowners must promptly repair and maintain their units in a satisfactory condition. All internal utility installations/alterations such as water pipes, power, sewer, and gas, telephone, cable and satellite are to be maintained at owner's expense. Any installation/alteration and maintenance of exterior doors and windows are the responsibility of the homeowner, and prior written approval of any such alteration must be obtained from the VFHOA.

ARCHITECTURAL STANDARDS:

Any and all exterior architectural modification must have prior written approval by the Board of Directors. Failure to submit a request and obtain approval could result in a fine, and you may be required to make expensive modifications or return the property to its former condition. Do not place order for doors, windows or other expensive materials before obtaining prior written approval.

In order to maintain architectural uniformity within the VFHOA, the Board has adopted architectural standards. Common area modification or additions are prohibited, except as authorized by the Board of Directors, even though a specific modification may exist in the complex.

PATIOS

1. Patio areas must be maintained to preserve and protect the attractive appearance of the complex. The homeowner is responsible for making sure the patio area is kept clean and free of accumulation of trash, debris, pet droppings, overgrown plants or weeds and leaves, and any material that may attract vermin.

2. Plants and landscape inside of patios must be maintained by the unit owner or resident. Damage to walls, walkways, roofs, other patios or other private or common property, as a result of an overgrown tree or plant within a patio, will be the responsibility of the unit owner. Trees must be pruned on a regular basis. Vines may not be allowed to grow on any stucco surfaces or on roofs.
3. Only appropriate outdoor furniture is permitted in the patio areas; indoor furniture (upholstered couches, chairs, etc.) is specifically prohibited.
4. Any other patio contents visible from outside the unit must be appropriate and well maintained.
5. Patios are not considered proper dog enclosures. Dogs should not be left on patios while the owner is not at home.
6. Patios are not to be used for storage of cardboard boxes, furniture household appliances or City trash containers.
7. Patio cover sizes and materials are regulated by the Association. Before ordering, installing or making alterations to a patio cover, prior written approval must be obtained from the Association (see Architectural Rules Section) The VFHOA will have photographs on file of several approved wood patio styles.
8. Patio covers are not to be used to hang objects for storage such as bicycles or toys.
9. Holiday type light stands are not to be used as patio lighting unless the standards themselves are not visible from outside the unit's patio.
10. Bulbs used for patio lighting should be white or clear. No colored bulbs are allowed. (exception: see Holiday lights under Architectural Rules) Patio lighting should not be so bright as to disturb nearby residents.
11. Articles of clothing, linens, towels, rugs, mats, life jackets, bathing suits or other similar items are not to be hung on walls, gates, patio fences or patio covers.

ARCHITECTURE RULES

This includes, but is not limited to:

- The unit exterior
- Patios
- Landscape planter areas
- Lattice work
- Screen doors
- Walls
- Windows
- Doors
- Roof or wall vents
- Solatubes
- Skylights
- Satellite dishes
- Solar panels

Prior written architectural approval must be secured from the Board when changes or additions are desired. A drawing or sketch of changes must be submitted for the Board to review and whenever possible, brochures or photographs should accompany the request. The Board has long as thirty (30) days to render its decision. All documentation for planned exterior changes or request prior to making modification may result in fines, and you may be required to restore the exterior to its former state at your expense. It is advised that you do not place orders with contractors or for materials prior to obtaining Board approval.

Subcontractors hired by individual homeowners to perform approved exterior modification must be licensed, bonded and insured. Contractor to be approved by the Board. No work may be performed by the contractor without the required documents that need to be turned in to the Association office including, but not limited to, a copy of the license, bond and insurance declaration page. Homeowners are responsible for any damage caused by contractors they hire. If the work does not conform or is substandard, a letter of notification will be sent and if the work is not brought into compliance, fines will be assessed until the work has been modified to conform to the Association standards.

WINDOWS AND DOORS

1. If you are considering having retrofit windows installed, as with all architectural changes, you must submit a written request prior to placing an order for windows. All installations must meet the current guidelines, which do not necessarily reflect what has been acceptable in the past. All request should include detailed information, including window manufacturer and accurate brochures or pictures, along with a color sample.

The current guidelines for retrofit windows are as follow: Manufacturers often improve their products so please check with building supply stores and our property manager regarding new products that become available. It is advisable to inform the company that is selected, that they must receive Board approval. Vinyl window retrofit is the current standard.

- a) Approved trim color is Almond or Tan color by the manufacturer "Anlin". For all other brands a physical sample of the material in an almond or tan color must be submitted.
- b) Installation must be performed by a licensed, bonded and insured installer. Any damage to the roof or exterior of the unit as a result of the window installation, is the responsibility of the unit owner.
- c) Understanding that not all window openings are perfectly square, and that trim is added to compensate for the amount the openings is out of square, the amount of trim is not to exceed 1.5 inches in width, including the frame of the glass panes.
- d) Windows are to be of clear glass with no grids, etching or decoration of any kind.
- e) Window types, colors, and styles accepted and installed during previous years, are not necessarily considered acceptable designs and colors now, therefore, please check with the property manager.

2. SCREEN DOORS

After securing written approval, screen doors may be purchased and installed at the owner's expense. As with doors and windows, all new screen doors must meet current architectural guidelines including the color of the screen door. Screen doors shall be constructed of a quality, sturdy material. All owners shall be

responsible for proper installation, maintenance and repair of their own screen doors.

3. DOORS

A variety of front doors and patio doors exist in the Fairways. Some do not necessarily comply with current architectural standards. This does not mean that they are now acceptable styles. Replacement front doors need to be approved by the Board and we will reestablish the correct style and color. You may place your doors with written approval from the Board. Be sure to submit your request before purchasing your door, or painting a door any color other than the Association-approved door color. List is available in the VFHOA office.

4. SATELLITE DISHES

The HOA is entitled to impose restrictions on the installation of satellite dishes in the common area. Homeowners wishing to have a satellite dish installed in the common area, must submit a request to the VFHOA Board of Directors for approval as an architectural modification prior to installation. Installer must be licensed, bonded and insured if they are to walk on the roofs. The homeowner's bears responsibility for damages to roofs, stucco and other building components. The Association is allowed to establish standards for the installation of satellite dishes on exclusive use common area and on an owner's unit. Owners are obligated to comply with the following standards unless to do so would unreasonably increase the cost of installation, or unreasonably decrease the owner's reception. The following guidelines have been prepared to help homeowners with satellite dish installation. Use only licensed satellite dish installers and please make sure that your installer is aware of the following guidelines regarding the installation of a satellite dish on a unit in the Fairways.

- a) When possible, dishes must be installed at the back of the unit, as high as possible. If an attic vent is near which would allow access to interior wires for the purpose of splicing into the wires, this is preferred over excessive wires on the exterior of the unit.
- b) If access to an attic vent is not possible for the purpose of splicing into the interior wires, the dish may be installed so that the wires run to the cable box. However, penetrating the wall or garage vent near the dish is

preferred over many feet of wires on the exterior of the building. Owner will be responsible for any water damage due to installation of satellite dishes.

- c) All exterior wires must be beige (preferred) or white in color with a minimum amount showing on the exterior of the unit.
- d) Exposed wires must be neatly affixed to the building and should run just below eaves and/or along corners or drain pipes whenever possible, to minimize the amount of exposed wire.
- e) Any holes put in the stucco for the purposed of securing either the dish or for cables passing through to the interior wall must be sealed to prevent moisture penetration.
- f) No dishes may be installed on the front of the unit unless it is the only place reception is possible. In the case, dishes should be located as far back and as high on the unit as possible.
- g) Absolutely no installations will be permitted on the tile roofs. Dishes can be mounted on stucco or wood surfaces only.
- h) Repair costs for damages to common area property as a result of satellite dish installation, will be the responsibility of the unit owner.

5. FENCES AND GATES

Enclosed the patio fence for protection of both children and pets must be done with wood (to match the fence) and/or brick. Wood must be painted to match the existing fence. Fences and gates may not be increase in height. No portion of the fence (inside of the patio or out) may be painted any other color.

6. LATTICE WORK

Standards have been created for the installation of latticework in and around patios. As with all exterior architectural changes, a written request and diagram must be submitted for approval before beginning any installation.

Lattice may be added (according to the guidelines listed below) to patios with adjoining patio walls along the adjoining wall only. Lattice may be added (according to the guidelines listed below) to the entire fence line of units with standalone patios (those which are not adjacent to another patio), with the exception of the patio gate. The guidelines ae as follows: All lattice must be made

of wood, not plastic. Lattice lath cannot exceed 1 ½ inches in width and ¼ inch in thickness. The opening space between lattice lath may not exceed 13/4 inches in width. The height of the lattice work shall not exceed 12 inches and shall not extend above or be attached to the gate. Lattice must be framed in on the edges, not to exceed 11/2 inches in width or thickness. All lattice must be painted the same color as the existing fence. Lattice may not be attached to patio covers. The specifications provided here are consistent with lattice that is available at most home improvement centers.

7. PATIOS AND PATIO COVERS

Photographs of basic types of patio cover structures (for each type of townhouse patio plan) are on file in the Association office. Colors and designs have been approved by the Board of Directors. Owners must submit all drawings and pictures to the Association for Board approval. Building permits are required from the City, as well. Materials must be consistent with the specification and must be painted. Patio cover maintenance, repair and replacement is the responsibility of the homeowner.

8. HOLIDAY LIGHTS

Holiday light strands are permitted on the unit exterior and on patios during the month of the holiday only. They are not to be used for general lighting purpose. Christmas lights are to be removed by January 31. Lights that are visible from outside of the unit are not permitted to be left on patio covers, roofing or other exterior surfaces. Holiday lights not removed by the deadline will be removed by the Association, and a **\$25.00 fine** will be assessed. Holiday lights may not be mounted on roofs.

9. WINDOW SCREENS

Homeowners must maintain window screens in good repair. Any window that can be opened must have a screen.

10. WINDOW COVERINGS

Window dressing shall be of a reasonable quality and shall complement the property. Curtains, drapes, shutters or blinds are recommended. Sheets, blankets, board, foil, paper or other such materials are specifically prohibited. Window dressings should be kept in good repair. Windows may not be left without proper window dressing.

11. FIREPLACES

Installing a fireplace in a Fairways unit may only be done with prior written approval from the Association. A violation of this rule carries a minimum fine of \$1,000. Only pre-approved retrofit vented gas fireplaces are allowed. These types of retrofit fireplaces must be vented through either a wall or the roof and required installation by a licensed contractor. No wood-burning fireplaces are allowed. **INSIDE UNITS:** All appropriate building permits and inspection reports must be submitted to the Association to be kept on file.

12. SOLATUBE SKYLIGHTS

Solatube type skylights may be installed in a unit with prior written approval only.

13. SOLAR PANELS

Absolutely no solar panels are allowed on the VFHOA roofs.

14. GENERAL ARCHITECTURAL

No window air conditioners are permitted in either windows or walls. Portable window fans may not be placed in front of a window so as to be visible from the exterior of the unit. Alley and service lighting should be hooded so that all light is projected downward. No bare bulbs are permitted. All exterior lighting must be approved by the VFHOA Board. No floodlights are permitted in the front of homes. Lights that violate the rules will be removed by action of the VFHOA Board if the owner has failed to do so after notification.

15. HOME BASED BUSINESSES

Any owner, absentee owner, tenant or resident conducting business from a unit within the Fairways must comply with the City of Santa Clarita zoning specifications for home occupations (section 17.03.090) as well as the following guidelines. The Association reserves the right to review the activities of any business which may infringe on the community in any way, and draft guidelines specific to each individual situation.

- a) Businesses must not be of nature as to required frequent loading or unloading; or daily delivery or pick-up trucks, vans or other vehicles.
- b) Business activity must not cause noise which could disturb other residents
- c) Businesses must not utilize chemicals, welding equipment or other hazardous materials which are easily flammable, corrosive, toxic or may pose a threat to persons or property. Storage of hazardous materials is strictly forbidden.
- d) Businesses may not post signs in windows, on exterior or garage doors, or on any common area property or structure.
- e) Automobile, motorcycle or similar vehicle repair businesses are strictly prohibited.
- f) Unlicensed child care businesses are prohibited
- g) Homeowners are not allowed to conduct a home-based business of offering short-term and/or overnight rentals (such as those advertised at Airbnb), whether offering a short-term rental of one or more rooms, or of an entire townhouse. Short-term is any use of the unit for a period of less than six months by the same tenant. Long-term leasing for a period of six months or more is permitted. If an owner is discovered operating a short-term rental business, they will immediately be fined, the **sum of \$200.00 per day** until the day/night rental business ceases its operation.

16. RENTAL UNITS

- a) Any homeowner or the owner's agent, choosing to rent his/her unit must notify the manager within five (5) days with the name(s) of all the tenants, a description of their vehicle(s), and all the tenant's phone numbers. The unit owner shall be responsible for keeping the Association informed of any change of occupancy of his or her unit.

- b) Owners shall provide new occupants with a copy of the Association Rules & Regulations. It is important that the Association have a record of the owner's tenants and that they have received the Rules & Reg's booklet. The best method is to have the new tenant sign a copy of the front page of the owners copy., of their receipt of the Rules & Reg's, they commonly say: "I didn't get a copy of the Rules & Regulations from the owner" it is the owners responsibility to inform their tenants that fines can be imposed on the tenant/owner by the VFHOA. Owners may give tenants their own keycard to the pools and tennis courts; however, only one keycard is permitted per unit. Owners should inform tenants that the **first replacement keycard costs \$200.00. The third (3rd), fourth (4th) and fifth (5th) replacement will cost \$300.00, \$400.00 and \$500.00**
- c) Owners may be held responsible for the actions of their tenants.

17.GENERAL COMMUNITY

NOISE

Any excessively loud noise that interferes with the quiet enjoyment of residents, of their units and surrounding, shall not be permitted. Owners, tenants and occupants shall avoid making loud noises and avoid using musical instruments, radios, stereos, televisions, amplifiers, tools and any other instruments or devices in such manner as may unreasonably disturb owners, tenants or occupants of other units. Homeowners are urged to exercise restraint in using noise-making tools and appliances and avoid using them after 9:00pm any night or before 8:00am on weekdays, or before 9:00am on weekends. Loud parties are prohibited. Persistent noise disturbances from pets, vehicles, people or equipment of any kind may result in a fine. After 10:00pm, noise must be kept to an absolute minimum.

PETS

1. Patios are not considered proper dog enclosures. Dogs should not be left on patios while the owner is not home.
2. City of Santa Clarita laws regarding dogs "running at large" apply in the Fairways: dogs are to be on leash at all times when outside of the unit or patio. It is

dangerous to people, other animals and your pet to allow dogs to run loose. The owner of any dog reported to be “off Leash” may be assessed a fine.

3. The City of Santa Clarita laws regarding “animal nuisance” apply to all areas of VFHOA property; no owner of an animal shall permit the animal to defecate without picking up the refuse, enclosing it in a bag, wrapped or container and disposing of it in their unit’s trash bin, (or in the dog waste trash bins located around the complex, which are provided for this purpose).
4. Homeowners and residents must exercise control over behavior of pets, including whining, howling or barking. If the behavior of any pets becomes a general nuisance, causing repeated and corroborated complaints from neighbors, restrictive action may be taken. A fine may be assessed for each infraction.
5. All animals shall be the responsibility of the unit owner and owner of the animal.
6. There are to be no more than three (3) pets to a household; fish, birds and other small caged pets are accepted.

SMOKING

No smoking (such as cigarettes, vapor-type cigarettes, or marijuana) is permitted at any time in any of the common areas, including at the pools. Smoking is permitted in patios, but only if the smoke does not enter other units or cause a disturbance to other residents. (See City smoking rules)

DRONES

Members, residents and guest are not allowed to operate a drone in or over the VFHOA. Privately operated drones are prohibited because of the noise they make, the danger they pose to commercial air traffic, and invasion of privacy issues (many carry high definition cameras). Drones can interfere with aircraft such as low-flying helicopters, etc. and pose safety issues to anyone outdoors. Persons observing residents/guest operating a drone in or over our community should inform the property management office. If drones are being flown through the development by people outside the Association, it would be under the jurisdiction of the City or County and should be

reported to the Sheriff's Department if in violation of Federal, State or local laws or ordinances. An exception may be considered for realtors who get written permission from the Association to take pictures of a house for listing and selling purpose.

RULES AND REGULATIONS ENFORCEMENT

PROCEDURES

In order to enforce the CC&R's, By-laws, Articles of Incorporation and Rule and Regulations, the Board of Directors may levy and collect reasonable fines as established by the Board of Directors, suspend the Owner's right to use recreational facilities, and/or suspend the owners voting rights. The fines will be assessed against the homeowner (after notice and hearing) for violations caused by members of his or her family, invitees, licensee, tenants or lessees of such owners or other occupants of a unit. An owner will be given notice and an opportunity to be heard by the Board prior to the imposition of any monetary penalty.

If the Board intends to fine an owner, the Board will send a written notice to the owner, identifying the nature of the violation, the amount of the proposed fine and the date, time and location of the hearing concerning such violation. The hearing date will be at least ten (ten) days from the date of notice. Owners have the right to attend the hearing and address the Board regarding this matter. If an owner fails to attend the hearing or to submit any written evidence on his or her behalf to the Board at the hearing, the Board will consider other evidence and make a decision as to whether to impose discipline. The Board will provide the owner notice of the disciplinary action taken against him or her within fifteen (15) days after the hearing.

The delineation of fines is not intended to and does not limit the right of the Board and the HOA to seek additional remedies, including but not limited to injunctive and declaratory relief and damages. Whenever the word "owner" is used in this document, the word "tenant" and occupant shall also apply.

SCHEDULE OF FINES

A schedule of fines is determined in order to enforce the Rules of the homeowner association. The VFHOA reserves the right to both impose fines and to recover damages, should the Board in its sole discretion, decide to do so. The list is not intended to be all-

inclusive. Additions may be made as required fines etc., may vary and may increase depending upon the circumstance. Fines are levied at the discretion of the Board of Directors and may include legal action. All legal fees or cost incurred by the Association to enforce violations or collect fines will be the responsibility of the unit owner.

It is each owner's sole responsibility to inform their tenants of all Rules and Regulations. The owner is also responsible for any and all damage caused by his or her tenants or occupants of the unit.

Anyone wishing to report an alleged violations of the Rules and Regulations or CC&R's may do so by contacting the property manager or by writing a letter to the Board of Directors. Violation should be reported in writing and must be signed (not anonymous), to be addressed by the Board. The identity of the person reporting the violation will not be disclosed to the parties involved without the reporting person's permission.

Failure to pay fines etc. within sixty (60) days from the date of a levy may result in the filing of appropriate legal action. In addition, the voting rights and right to use recreational facilities may be suspended after notice and a hearing. Title Six of the California Civil Code, also known as the "Davis-Stirling Common Interests Development Act" and all sections therein are deemed incorporated into these Rules and Regulations and made a part of.

REPLACEMENT OF POOL KEYCARDS:

\$200.00 PER KEYCARD

First and second keycard replacement: \$200.00; third \$300.00 fourth replacement \$400.00.

Loss of a pool keycard may give unauthorized persons access to the Association pools and tennis courts and is a potential liability for the Association. Keycard electronic coding of locks is controlled by updating the key lock card acceptance-codes. Keycards accessibility can be blocked or deactivated as necessary, after notice and a hearing. Fines may also be imposed for repeated loss of keycards.

ARCHITECTURAL

First offense \$100; second offense \$200; third offense \$300; succeeding fines determined by action of the VFHOA Board.

In addition, damages may be assessed-for repairs to the structure if its integrity is compromised. Homeowners depend on adherence to architectural standards to maintain the value of homes in the VFHOA.

LANDSCAPE

First offense \$100; second offense \$200; third offense \$300; succeeding fines determined by action of the VFHOA Board.

Damages may also be assessed for repairs to the landscape. Homeowners depend on the maintenance of the integrity of the landscape to maintain the value of their property and for their quality of life.

RULES FOR POOLS AND TENNIS COURTS

First offense \$100; second offense \$200; third offense \$300; fourth offense \$400; fifth offense \$500.

Succeeding fines to be determined by action of the VFHOA Board. There may be deactivation or cancellation of the keycard after notice and a hearing until the fine is paid. The use of the pools and tennis courts are considered part of the right of enjoyment for homeowners, their tenants and occupants and invited guests. Adherence to pool rules insures the best of health, safety and fairness to all authorized users.

PET RULES

First offense \$100; second Offense \$200; third offense \$300; succeeding fines determined by action of the VFHOA Board. Pets permitted as long as they do not infringe on the rights and enjoyment of residents. The pet rules are in accordance with City laws.

PARKING VIOLATIONS

First offense \$100; second offense \$200; third offense \$300; succeeding fines determined by the action of the VFHOA Board. Additional fines may apply if assessed by the City parking enforcement.

NOISE

First offense \$100; second offense \$200; third offense \$300; succeeding fines to be determined by action of the VFHOA Board. Excessive noise violations impinge on the rights of other residents and cannot be tolerated.

SKATEBOARD, MOTORIZED SCOOTERS, HOVERBOARDS & DRONES

First offense \$100; second offense \$200; third offense \$300; succeeding fines determined by action of the VFHOA Board. Additional damages may be assessed for damage to landscape or architecture. Skateboarding poses a risk to property and introduces intolerable noise for residents. Also, see “General Community” and “Other Recreational Activities” under “Common Area” for restrictions on other and similar devices.

TRASH BIN VIOLATION

\$100 per occurrence. Repeated trash bin violations would cause hazard in the alleys and contribute to destroying the cleanliness of the environment for residents.

WALKING ON ROOFS

\$200 per occurrence. Additional monies will be assessed as a reimbursement assessment for all necessary repairs to roofs. The expensive tile roofs are extremely durable unless persons walk on them. Liability is also a concern.

GENERAL INFORMATION

PEST CONTROL

Wasps: The VFHOA has a program in place for removing wasp's nest from under eaves. To have then removed, inform property management of the address.

Rodents: The VFHOA employs a pest control company to help in controlling pest in the VFHOA, such as rodents and termites. The Association may set out rodent traps to catch rats as part of its pest control program. Scraps of food, pet food, and excessive birdseed, if left out overnight, will attract rodents and scavengers, as well as wildlife.

Mosquitoes: Leaving standing water in containers and saucers under plants encourages mosquitoes, which can carry disease. Eliminate those breeding sources by dumping and draining any container capable of holding water for more than a few day.

Termites: types: subterranean, dry wood and damp wood

Responsibility of owners: interior of structure

Responsibility of VFHOA: Termites in patio wooden fences

WILD ANIMAL AND WILDLIFE: Wild animals such as coyotes, raccoons, skunks and possums:

Coyotes are known to roam in the VFHOA at certain hours, as in the very early morning. People out walking or walking their dogs in the early morning hours should be aware that they could encounter coyotes. Do not approach or feed any wild animal. Small scavenging animals look for food in the landscaping and in patios. Wild animal can carry rabies, fleas and diseases. Therefore, follow the rules and regulations regarding trash cans and regarding not feeding animals. Remove any pet food from patios after feeding your pet. Call LA County Animal Care and Control 661-257-3191, for questions on wild animals or removal of birds appearing sick; poisonous snakes, etc. Do not approach or touch wild animals.

OTHER WILDLIFE:

Ducks, geese and squirrels which are part of local wildlife, find their own food, and residents are requested not to feed them. Scraps of food, pet food, and excessive birdseed, if left out overnight, will attract rodents, scavengers, and wildlife.

MEETINGS:

Meetings of the Board of Directors are held the last Wednesday of each month, at 7:00pm at the Valencia Lakeshore Clubhouse at 24316 W. Venturi Drive. Any change as to time, location or date will be announced in the newsletter, VFHOA website, or on the monthly dues statement if time allows. Otherwise, a sign will be posted at the meeting location, & some VFHOA streets. Any member of the Association may attend meetings of the Board of Directors of the VFHOA Association, except when the Board adjourns to executive session to consider litigation, matters relating to the formation of contracts with third parties, member discipline, or personnel matters. Resident tenants may attend.

A sign-in sheet for name, address, phone number and email address is provided for those attending the meeting. Paper is provided for those who wish to address the Board, for writing a brief summary of their question or concern. Paper is provided for those who wish to address the Board, for writing a brief summary of their question or concern. Those wishing to speak will have three minutes to address the Board during the open forum portion of the meeting. Anyone wishing more time to speak may make a request and, time permitting, will be given additional limited time after all who wish to speak have had an opportunity. The open forum is provided at each Board meeting after the Board is finished presenting Board matters; the status of ongoing projects, and/or any important information or issues to the audience. Residents are encouraged to submit agenda items in advance of the meeting; letters should be received one week prior to the meeting. Anyone causing a disturbance or displaying objectionable behavior will be asked to leave.

The Board will record open Board meetings to assist in the preparation of minutes. No other persons are permitted to record or video-tape Board meetings.

ADDENDUMS:

Page of Specifications for Architectural Changes (or see Architecture section) Schedule of Fees & Fines: see Rules & Regulations Enforcement Section City Rules re: smoking: City of Santa Clarita ordinance # 9.50.050 smoking in public places:

- a) Except as otherwise provided, it is unlawful for any person to smoke in any public place within the City of Santa Clarita.
- b) Notwithstanding any other provision of this chapter to the contrary, the following areas shall not be subject to the smoking restrictions of this section.
- c) Private residence, except when used as a child care or health care facility licensed pursuant to applicable State law.
- d) Dwellings used for home occupations
- e) Retail tobacco or electronic smoking device stores
- f) A maximum of fifty percent (50%) of the guest rooms in hotels and motels
- g) Bars and restaurants where explicitly allowed by State law.
- h) Conference, banquet, or meeting rooms of private clubs or fraternal organizations when used exclusively by members or guest of the clubs or organizations. Such clubs and organization shall designate, and make available to their employees, nonsmoking areas.
- i) An enclosed place of employment which employs only the owner and no other employee; provided that the place of employment is not a public place; and the enclosed area containing the place of employment has a separate ventilation system and does not share a ventilation system with any other enclosed place of employment or public place.
- j) The owner of any area exempted from the provision of this section by subsection (b) of this section may nevertheless designate such an area as a nonsmoking area. If such an area is so designated, it is unlawful for any person to smoke in such an area. (ord.94-8, 6/14/94; ord. 15-8.1 (ech.A), 10/13/15

FORMS

Architectural Change Request Form

VFHOA Resident Complaint Form

Resident Owner's Contact Numbers Form

Absentee Owner & Tenant Contact phone numbers Form