

THE CLUB HOMEOWNERS ASSOCIATION

RULES AND REGULATIONS

Updated, May 2020

This document is written to provide for the implementation of the provisions contained in the Homeowners Association Covenants, Conditions, & Restrictions (CC&Rs) and By-laws and other issues deemed relevant by the Board. It is not meant to be an inclusive document. It is based on the information found in the CC&Rs and By-laws given to all homeowners at the time of purchase and a copy is available from our Property Management Company or on the HOA website at www.theclubhoa.net. It is the hope of the HOA Board of Directors that these Rules and Regulations will help to keep our beautiful community a pleasant environment for all owners, residents and guests.

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The Club Homeowners Association

RULES AND REGULATIONS

Preface

A copy of the CC&Rs and Bylaws are available at Seabreeze Management Company.

These Rules and Regulations were initially adopted /approved by our Board of Directors and are modified from time to time by the Board. All modifications are subject to review of all 309 homeowners who are given an opportunity to express any concerns to the Board before the revisions are finally adopted for publication. Ownership or residency constitutes acceptance of responsibility for the upkeep, maintenance and compliance with these Rules and Regulations as well as the CC&Rs and The Club HOA by-laws as received and signed for at the time of purchase.

The Club HOA will furnish a copy of the Rules and Regulations to owners at the time of purchase and when changes are made. Owners are responsible for giving a copy to their tenants.

NOTE: ALL CC&R AND BY-LAW ITEMS ARE IN EFFECT UNTIL VOTED OUT BY A QUORUM MAJORITY OF THE HOA 309 OWNERS IN AN ANNOUNCED ELECTION SUCH AS THE ANNUAL MEETING.

General Rules

Owners shall inform Seabreeze Management Company of any tenant(s) or change of tenant(s) within 7 days of the date of tenant occupancy or change in tenant occupancy. Owners, if not residents, must inform Management of a current address and telephone number.

Owners shall inform their tenants of all rules and regulations. Owners are responsible for ensuring that the rules and regulations are observed by their tenants and the tenant's guests. Owners will receive a copy of these Rules and Regulations along with the CC&Rs and By-laws in escrow at time of purchase.

Failure to adhere to these Rules and Regulations may result in a hearing before the HOA Board and fines may be levied. (See Enforcement Policy, p. 3) Such fines are assessed to the owner of the property.

A property owner or tenant may not obstruct or interfere with the rights of other property owners or tenants or annoy them with unreasonable acts.

Owners are liable for damage to property as a result of actions by the owners, the owner's family, tenants or guests.

No owner, tenant, resident or guest shall remove or deface signs on the common property.

No resident or guest may leave any litter; such as bottles, cans papers, etc.

Trash barrels may be placed on the street the night prior to the collection day. They must be removed after the collection on that day.

Car fluids including oil, coolants and other fluids may NOT be disposed of in trash dumpsters. Owners are held responsible for cleaning up spills of these fluids.

All vehicles, including bicycles, motorcycles, scooters, roller blades and skateboards, are prohibited on lawns and landscaped areas in Vista, Courtside or any common area. Paved walkways are for pedestrians only.

Other than emergency service, no repair of vehicles is permitted in the common areas, including streets and parking stalls.

Garage sales are limited to no more than two per year per household with HOA Board approval and conformity to Claremont city guidelines.

Any homeowner may request the removal or trimming of any tree maintained by the HOA (Common, Courtside or Vista) at their own expense. Such request will be reviewed by the Landscape Committee and the Board of Directors for approval or denial.

There are three separate areas of The Club: Courtside; Single Family; and Vista. Each has different fees that are imposed to cover the collective costs for maintenance for each area. There are three parks in the Common Area the maintenance for which is paid by all three groups. There are special rules that apply to the two Town House Committees (Courtside and Vista) that are contained in the appendixes to this document and may be amended separately as needed.

Committees

There are several committees that serve the HOA. They are either elected or appointed and are served by volunteer homeowners in The Club HOA.

HOA Board

The Board represents all of the homeowners and makes decisions affecting each of the three homeowner groups and the Common Area. The meetings are held on the first Thursday of every month and are open to all homeowners to attend.

Elected Committees

The following committees are elected by secret ballot from the general membership of The Club HOA:

Courtside Committee

This Committee is elected from among homeowners of The Club Courtside group.

Single Family Committee

This Committee is elected from among the homeowners of the Single Family group.

Vista Committee

This Committee is elected from among the homeowners of The Club Vista group.

Appointed Committees

The following committees are appointed by The Club HOA Board and act at its pleasure to provide input and information for decisions to be made regarding the entire HOA membership:

Architecture Committee

This Committee is responsible for reviewing and approving all Architectural Applications submitted by any homeowner in the HOA.

Finance Committee

This Committee reviews the HOA investments and expenditures to advise the Board in fiscal matters.

Landscape Committee

This Committee advises the Board on matters of landscape in the Common Areas and exterior landscape of the Courtside and Vista areas.

Architecture/Landscape

All landscape changes (Common, Vista or Courtside) must be initiated or have prior approval from the Landscape Committee.

There is a Landscape Request Form whereon any homeowner can request particular landscape modifications in common areas (Common, Vista, Courtside) that will be considered by the Landscape Committee. The plants must come from the published plant and tree palettes and be review by or with the landscape contract to ensure it can be maintained within the scope of the landscape maintenance contract and that the plants are appropriate for the space and area proposed. If the homeowner is willing to fund the planting, only the Landscape Committee will review and recommend to the Board for approval. If the homeowner is asking for the HOA to fund it, the request must go to the funding committee (Common/Board, Courtside, Vista) and get approval before going to the Board for approval.

All exterior, structural, and hardscape changes must have prior approval from the Architectural Committee. The Architectural Approval Application can be obtained on line or from the management company. It must be submitted to the management company prior to commencing the work requested. The management company will add the application to the Consent Agenda of the next regularly scheduled Board meeting and submit the application to the Architectural Committee for review and approval within 2 working days of receipt. The Architectural Committee will review and return the application to the management company with approval, denial, or request for revisions after which the management company will notify the homeowner. The management company will include the Architectural Committee's recommendation on the next regularly scheduled Board meeting for ratification. If the homeowner has not heard back from the Architectural Committee or the management company within 30 days of the management company's receipt of the application, it shall be assumed to be approved and the homeowner may proceed with the work.

No planting or removal of any item is permitted on common property except as authorized above.

Holiday lights and decorations are permitted only during the holiday periods and removed within 30 days of the holiday. All patio and yard areas shall be maintained in a clean and appropriate manner.

Single family homeowners shall maintain and keep in good repair the exterior elements of their homes. Any structural change, repair, painting, or visible maintenance is subject to approval by the Architectural Committee.

Exterior lighting may not be located or directed in such a manner as to create annoyance to neighbors or motor vehicles.

Any structural or grading changes must include necessary permits from the City of Claremont. If no permit is required, the Homeowner must provide evidence in the form of a signed affidavit from the City or referenced excerpt from the Municipal Building Code that exempts the change from permitting.

All Vista and Courtside landscape changes must have prior approval of the appropriate area elected committee and the Landscape Committee.

Other exterior structural and hardscape changes must have written approval of the Architectural Committee before the work is done. The Architectural Approval Application can be obtained on line or from the property management company. The Application must be completed and given or sent to the Property Management Company prior to the work being done. The Architectural Committee's recommendation will be on the next Board agenda for ratification. The Property Management Company will notify the applicant of approval, denial, or a request for revisions.

Pets

City ordinance requires that dogs must be kept on a leash at all times.

Pet owners are required to pick up their pet's waste and dispose of it in a sanitary manner. This rule applies to droppings on lawns, bushes, sidewalks or other common areas.

Pet owners are liable for any damage or disturbance to persons or property.

Pets may not be tied up within the common areas unless the owner is present.

Political Signs

Political signs may not be placed in the common areas.

Posting

No advertising (other than one residential "For Sale" sign) or other information may be posted on a unit, building, HOA Bulletin Board, mailbox, street sign, tree, post or any other HOA property without obtaining the approval of the Board of Directors in advance. Unauthorized signs posted in the Common Areas are subject to immediate removal without notice. If there are any damages to the HOA property caused by the posting or removal, the homeowner will be responsible for the cost of repair.

Enforcement Policy

The primary objective of The Club Homeowners Association Enforcement Policy is to ensure compliance with the rules and regulations of the association. Any homeowner who violates, causes the violation of, or otherwise fails to comply with any rule or regulation of the association shall be subject to the fines as set forth in this enforcement policy. Enforcement and fines may vary depending on the Board's interpretation of the facts presented.

Manner of Enforcement

Property owners will be notified in writing of violations (notice of violation). Such notification will serve as a demand that the owner immediately correct the violation. The letter will specify the time period within which the violation must be corrected, and the proposed fine if the violation is not corrected. Failure to correct the violation will result in the scheduling of a hearing on the matter at the next regular Board meeting. Property owners will be notified in writing of the hearing at least ten days prior to the hearing (notice of hearing). Such notification will specify the date and time of the hearing and the violation. The owner will be allowed to speak to the matter and may contest the validity of violation. If the Board determines that a violation exists, the fine will be imposed against the owner of the home. Repeated violations for the same rule or regulation may result in the scheduling of a hearing without prior written notice of violation.

Fines imposed by the association for violations will be charged to the owner and are payable to the association. Such fines will be assessed to the homeowner's account and will be due and payable with the next regular assessment.

PARKING VIOLATIONS ARE SUBJECT TO IMMEDIATE TOW.

Schedule of Fines

All associations are required to publish a fine schedule pursuant to the California Civil Code. The following is a schedule of fines for violations of The Club Homeowners Association’s rules and regulations. The Board may vary fines depending on the severity of violations.

For violations of General CC&Rs and rules and regulations:

First violation	\$ 50 to \$100
Second violation of the same rule or regulation within two years	\$100 to \$200.
Each additional offense within two years	\$200 to \$400.

For exterior changes, additions or alterations without prior approval from the association:

Each occurrence	\$100 to \$400.
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The payment of any and all legal fees or costs incurred by The Club Homeowners Association to enforce association rules and regulations, and collection of fees will be the responsibility of homeowner found to be in violation of the rules and regulations. It is the homeowner’s responsibility to inform their tenants of all rules and regulations. The homeowner is also responsible for any damage caused by the tenants.

Club Private Street Vehicle Parking Policy

No passenger or commercial vehicle, trailer, boat, camper or similar type vehicle shall be permitted to remain on any portion of the common area overnight, including “Guest Parking” in the Vista and Courtside areas except as follows:

- Non-resident overnight guest (limited to 72 hours)
- Special circumstance permission may be granted to residents by the Homeowners Association or the Management Company, who may issue a temporary permit to be displayed at all times.

GARAGES AND CARPORTS ARE CONSIDERED RESIDENT PARKING SPACES.

Guest parking spaces are for guests or visitors – NOT for residents. Do not park in any space other than your garage and/or carport or on a city street. If you need additional parking space, call Seabreeze Management Company.

Garages may not be used for storage or any other purpose to the extent that this prevents residents from using the garage and carport for vehicle storage. Likewise, garages are not to be used for long-term storage of a motor vehicle when that storage causes another vehicle to be displaced to a guest parking space.

Garage doors are to remain closed at all times except when entering or exiting the garage, or while the resident is actively engaged in an activity requiring the door to be left open.

No car or other vehicle shall be parked in any areas other than authorized parking spaces, carports, or garages. Any car or vehicle that is parked in an unauthorized area is subject to removal under Penal Code 22658 (A) C.V.C. The owner of said car or vehicle will be responsible for the cost of retrieving a towed vehicle.

- a. The first offense will result in a warning.
- b. The second offense results in a final warning.
- c. The third offense may result in a tow.

(For further information, see Enforcement Policy)

Owners of vehicles found to be in violation of the parking regulations are to be notified of the Association’s intent to assess fines or have the vehicle removed. This notification shall be posted prominently on the

vehicle and given **ONE TIME ONLY**. Once the notice has been given, the Association will wait a minimum of twenty-four (24) hours before issuing a final warning and then tow authorization. Note: Claremont City ordinance requires that vehicles parked in a fire lane are in violation and are subject to immediate towing.

Vehicles leaking gasoline, oil, or other fluids may, at the discretion of the Homeowners Association, be prohibited from parking in carports or in common areas. Any clean up or damage expense caused by such leakage will be charged to the vehicle owner. If the vehicle owner is a guest or renter of the owner, that homeowner may be held responsible. Vehicles in violation are subject to removal at the owner's expense.

The Association may, at its discretion, prevent a vehicle from being parked on common areas and carports for reasons of deficient appearance of the vehicle. These vehicles are subject to removal at the owner's expense after the owner has been given the opportunity to appear before the Board of Directors of The Club Homeowners Association.

Satellite Dish Installation and Maintenance Policy

Satellite dishes that are one meter in diameter or smaller, and other communication receiving antennas/devices covered by the Federal Telecommunications Act of 1996 or “The Act” and known hereafter as “qualified satellite receiver” may be installed on the Owners Lot / Exclusive Use Common Area as provided in this policy.

The Architectural Committee must approve all qualified satellite receivers larger than one meter in diameter, or any other communication antennas/devices not covered by The Act.

An Architectural Request, signed by the homeowner and approved by the Architectural Committee, shall be required prior to installing a qualified satellite receiver.

An owner may install a qualified satellite receiver on such location of the Owners Lot/Exclusive User Common Area as Owner shall deem appropriate for the desired signal strength pursuant to the following guidelines:

- **Single Family Homes:** Owner may place a qualified satellite receiver as shall be deemed appropriate to receive the desired signal strength. Consideration should be taken to conceal antennas as much as possible. Wires should not be exposed.
- **Courtside Homes:** Owner may place a qualified satellite receiver on Exclusive Use Common Area wood surfaces, excluding roof areas and patio covers. Cables shall be off-white in color (neither black nor white) and the external running of cables shall be kept to a minimum and run under eaves and sills where possible.
- **Vista Homes:** Owner may place a qualified satellite receiver on upper real level roof area on the inside of the north vertical wall, excluding roof tiles, roof top ledges, window structures, patio covers, walls, or garage structures/roofs. The best way to minimize damages to structure (walls, roofs) is to not affix any hardware to the common area. Instead the acceptable way to install a dish is via a tripod placed on the garage roof (see image on next page). Cables shall be off-white in color (neither black nor white) and the external running of cables shall be kept to a minimum and run under eaves and sills where possible.

Owner is requested to place his/her qualified satellite receiver(s) in such a location as to minimize the visual effect of the equipment on the Common Areas and the other residents.

Only two qualified satellite receivers per residence will be allowed.

Any concomitant structural damages resulting from the installation of qualified satellite receivers shall be the sole responsibility of the homeowner.

Any necessary removal of old/unused qualified satellite dish causing damages to structure such as walls or roofs shall be the sole responsibility of the homeowner.

Owner shall keep their qualified satellite receivers in good repair and maintenance, and not permit the same to become unsightly, in accordance with the maintenance requirements of the Homeowners Association governing documents.

Owner shall indemnify and hold harmless the Association and it’s agents, directors, officers, and employees from any and all losses, claims, damages, injuries, judgments, or costs, including attorneys fees and court costs, resulting from or arising out of the Owner’s installation, maintenance, or use of qualified satellite receivers, to the extent that the Owner’s negligence in installation, maintenance, or use of qualified satellite receivers caused or resulted in loss, claim, damage, injury, judgment, or cost including attorney fees and court costs being indemnified.

Nothing in this policy is intended to unreasonably increase the Owner’s cost in installing a qualified satellite receiver, unreasonably delay the installation, or unreasonably decrease the reception of the signals received. Should any Owner believe that anything in this policy does unreasonably affect the cost, delay the installation, or decrease signal strength, the owner is encouraged to contact any member of the Association Board or Architectural Committee to discuss and resolve the matter.

Nothing in this policy is to be interpreted as being in contravention of The Act regarding the installation, maintenance, or use of qualified satellite receivers. Should any portion of this policy be interpreted as

contravening The Act, that section or sections shall be considered immediately modified to conform to The Act. Should it be impossible to so modify that section or sections, the same shall be deemed severable from the remainder of the policy and shall be of no force and effect whatsoever.

Sample Installation of Vista Satellite Dish Using Tripod:



Architecture Guidelines – Fences and Walls

Materials, colors and construction techniques shall be approved by the Architectural Committee prior to submitting to County of Los Angeles (Claremont City) Code Officials for approval and/or permit, and prior to start of any construction or alteration project. All walls and fences to be constructed per governing building codes, i.e. footing dimensions, steel reinforcement bars, etc.

1. Acceptable Materials and Designs
 - a. Wood, used in conjunction with masonry pilasters
 - b. Wood - post, rail and stake
 - c. Stucco
 - d. Wrought Iron
 - e. Vinyl
 - f. Masonry (as noted)
 - (1) Used Brick
 - (2) Mexican common brick
 - (3) Padre brick
 - (4) Painted common brick
 - (5) Slump block or slump stone (integral color or painted if subject to public view.
 - (6) Submit others to committee for review.
2. Acceptable Colors and Finishes
 - a. Wood - color matches existing trim or stucco of unit.
 - b. Redwood and cedar - may be left to weather naturally.
 - c. Stucco - matches color and texture of existing stucco on dwelling within the Association.
 - d. Wrought Iron - Paint flat black or match to home exterior trim.
 - e. Masonry - Integral color or painted to match stucco of dwelling or non-contrasting match if approved by Architectural Committee
3. Unacceptable Materials and Design
 - a. Chain link, chicken wire, or other types of woven or strand wire except in specialized uses (subject to approval by Architectural Committee).
 - b. Aluminum or sheet metal roof or patio covering.
 - c. Plastic or fiberglass panel materials.
 - d. Reed or straw-like materials.
 - e. Rope or other fibrous strand or woven materials.
 - f. Glass block exterior applications
 - g. Concrete block, plain or unpainted, except in specialized uses (subject to approval by Architectural Committee).
 - h. Picket or other slotted open designs in wood, except in specialized uses (subject to approval by Architectural Committee).
4. Height Limits:

Fences or wall not exceeding six (6') feet high are permitted except as noted below:

 - a. No view lot shall be allowed to put any type of solid wall fencing that would obstruct the view from an adjoining view lot. Exception: side yard conditions between units for privacy (subject to Architectural Committee approval). Structures in this section shall not have solid walls exceeding 3-1/2 (3.5') feet.
 - b. Within five (5') feet of the front property line (where a max of three (3') is permitted).
 - c. New walls or fencing abutting existing walls or fences shall not exceed the existing height of walls or fences (except where height minimums are required or safety protection of pools.)
 - d. At street intersections, such wall or fence shall not exceed three (3') feet height above the street pavement grade within the triangle bounded by the right-of-way lines extended or prolonged.
 - (1) The height of all fences and walls shall be measured vertically from top to the average finished grade at the base of the fence or wall.
 - (2) Tops of all fencing and walls installed on level shall be, generally, a level line. Tops of fencing and walls installed on slopes shall be stepped and the tops of each step shall be a level line.
 - (3) Existing community fences and walls erected by the developer shall not be modified by alteration or color, unless approved by the Architectural Committee.

Architecture Guidelines – Vista Garage Doors

Replacement Garage Door Policy at Vista:

After receiving architectural committee approval, replacement of garage doors shall be of a sectional paneled aluminum material. One-car garage doors shall not exceed a 4 column by 4 row configuration. Two-car garage doors shall not exceed an 8 column by 4 row configuration. Door pattern shall be of a raised panel design. Color shall be restricted to off-white (neither beige nor light brown). Latches, locks, handles will be confined to the interior portion of the doors and/or garage. Consistency with fellow neighbors will be a primary objective. Therefore, no windows or designs that deviate from the primary objective will be allowed. Any concomitant damages resulting from installation of garage door will be the sole responsibility of the homeowner.

Sample Installation of Garage Door:



Use of the Western Gate Entrance to the Claremont Club

The Western Gate at The Claremont Club (TCC), located near the cul de sac at Davenport in the housing development known as "The Club" was provided as a convenience for the homeowners in the immediate proximity of the gate so that they would not have to drive to the front entrance or use the TCC parking lot. It is owned and managed by TCC and made available to HOA members at TCC's discretion. These rules and regulations are the conditions for the use of the Western Gate by HOA members and govern the conduct of the HOA members as conditions for use:

THE FOLLOWING ITEMS ARE PROHIBITED:

1. Falsifying identification for purposes of entering The Claremont Club;
2. Entering through the Western Gate with any unauthorized person(s);
3. Entering The Claremont Club facilities before or after the posted hours;
4. Allowing or facilitating entry by any member youth under the age of 14 without an accompanying (TCC member) adult;
5. Allowing or facilitating children to bring in member friends or relatives under the age of 14 without an accompanying (TCC member) adult;
6. Bringing guests, paid or not, without appropriate clearance from TCC staff (i.e. all guests must register at the front desk);
7. HOA member parents are responsible for the conduct of their children;
8. Parking on the cul-de-sac of either Davenport Circle or Elmhurst Circle (this is to avoid problems with city and/or emergency vehicles accessing the area).

IN ADDITION, THE FOLLOWING APPLY:

9. The Club HOA Board has the right to suspend or revoke any Western Gate access privileges for any HOA member who is substantially delinquent with any HOA fees or is in violation of any rules (1 thru 8) as listed above. Reinstatement of a revoked access will require a new Activation Request and fee.
10. This Agreement remains in effect as long as the HOA homeowner is an active member of the association (i.e. they have not sold their HOA property);
11. Renters of HOA properties are not entitled to use of the Western Gate.

The following penalties also apply to violations of this policy

1st Offense Warning and a \$50 fine placed on homeowner's HOA assessment.

2nd Offense A \$100 fine placed on homeowner's HOA assessment.

The CLUB HOMEOWNERS ASSOCIATION

Common Area Park Use Request Rules

The CLUB HOA parks have been designed for the enjoyment and use of the homeowners. The common area parks are reservable by any homeowner in good standing. The reservation request must be for a private function and have no charges or contributions required for attending. Reservations are processed on a first come first serve basis. These rules are not intended to discourage casual or informal gatherings in or use of the Common Area Parks.

Common Area Park Use General Rules

- Reservation requests must be submitted to Seabreeze Management a minimum of ten (10) working days prior to the desired date of use.
- Homeowners may request reservations up to a maximum of two (2) months prior to the desired date of use.
- All requests are subject to the Association's guidelines.
- Park hours are 8 a. m to 1 hour past sunset.
- Reservation requests are only accepted from a homeowner in good standing.
- The use of signs, banners or decorations must be approved in advance. All materials must be thoroughly removed after use (i.e. tape and streamers).
- The consumption of alcohol in the park during a reserved event is strictly forbidden.
- Vehicles, generators, tents, or gazebos cannot be used without specific written permission from the Association.
- The Association is not responsible for any non-invited guests that may join your event.
- Only one event request per day per park will be granted.
- A generator must be used to operate any equipment requiring electric power in accordance with the City of Claremont ordinances. The Association will not supply electricity for any party or event.
- Homeowners are responsible for all vendors that are hired for an event or party, and are responsible for the actions of their guests, and invitees.
- The park will be inspected on the next business day after the event or party for any damages to the common area.
- The Association has thirty (30) days to refund any deposit.
- No exclusive use of the Common Area Parks will be granted.
- Noise levels must be kept to a minimum at all times, in the common areas, so as to not disturb other residents.
- If refreshments are to be served, glass containers (bottles only) must be handled by designated servers or caterers only.
 - No glass drinking containers are permitted.
- Trash removal must be provided by the applicant.
- A group larger than 50 must provide a security guard with a valid California Guard Card on the park premises during the event, Guard is to be provided at the Homeowner's expense.
- All other HOA rules apply.

Schedule of Forms

The following forms are available online on the HOA website or through the management company:

Form	Purpose
Architectural Application	Used to make any changes to the exterior of the home or hardscape.
Temporary Parking Permit	Used by Courtside to request overnight use of marked parking spaces.
Assigned Parking Permit	Used by Vista to reserve specially marked parking spaces for up to 6 months at a time.
Western Gate Access Application	Used for TCC members to gain access through the gate at the east end of Davenport Circle
Request for Tree Trimming or Removal	Used to request tree trimming or removal at homeowner expense.
Renters Declaration	To be completed by renters and signed by the homeowner.
Volunteer Interest Form	Request to participate on one of the several HOA Committees or Board.
Common Area Use Request Form	To Reserve the Use of an area in one of the Common Area Parks: North, South or Middle

Appendix I – Courtside Special Rules

1. Maintenance and repair of the garage door and its hardware is the responsibility of each Courtside Homeowner ("Homeowner").
2. Maintenance and repair of all windows and doors, including the residence front entry door, is the responsibility of each Homeowner. The only exclusion is the frame and door of the utility cabinet. The replacement of any exterior door or window requires Architectural Committee pre-approval. The Architectural Committee has approved the colors "Almond" and "Milgard Bronze."
3. No awning, sails, shades, or security gate can be attached or installed on the exterior of the building without pre-approval from the Architectural Committee.
4. Balcony/Deck Flooring: Basic, routine cleaning/maintenance of the deck flooring area is the responsibility of the Homeowner. Cracks or abnormal wear on any portion of the decks, including deck edges, parapet wall surfaces, parapet wall sheet metal caps, must be reported to the property management company ("Management") immediately. Any deck damage caused by neglect or alteration to the deck surface (e.g. addition of carpet, tile or other surface materials other than original) deemed to be the primary cause of damage as determined by a certified home inspector or other expert hired by the HOA Board of Directors ("Board") is the sole responsibility of the Homeowner. Please refer to Appendix 1.1 and 1.2 "Rules for Care of decks and fences" for maintenance information.
5. Any addition to or penetration of the roofs or external surface requires Architectural Committee and Board pre-approval. Common Areas. (viz., residents may not plant in entryways or in the areas between walls and sidewalks.) **However, any homeowner may request specific plants from the approved plant palette using the Landscape Request Form and follow the prescribed process.**
6. No plants of any kind should be in contact with walls, fences, stucco or wood. Any climbing plants or vines should be trellised so that contact does not occur.
7. It is the responsibility of the Tenant/Homeowner to maintain trees and shrubbery in private areas and in backyards. Backyard bushes and trees must be neatly trimmed away from fences and structures and debris picked up.
8. Tenants/Homeowners who generate green waste from their yards must dispose of any resulting green waste using their own trash receptacles. Green waste may not be left in the common area for the HOA's landscape contractor to remove.
9. The HOA maintains a "Bare Walls" catastrophic event insurance policy with exterior building coverage only. It is highly recommended that Homeowners carry appropriate Homeowner insurance to cover the interior of their homes. Properties used for rental should require Renter's insurance to protect the Homeowner in the event of damages to the renter's personal property caused by fire, failure of the plumbing and/or electrical systems, or other catastrophe.
10. Homeowner parking is allowed in designated parking spaces only which includes two spaces in the garage and in driveways where space permits. Overnight parking is permitted for guests only in the designated spaces around the three islands on Albany, Chattanooga, and Mankato. No more than 3 consecutive days of guest parking is permitted on each street (regardless which space is used) without approval from the Courtside Committee. Please refer to the "Club Private Street Vehicle Parking Policy" within the Rules and Regulations for further information.

Appendix 1.1: "Rules for Care of Decks"

Decks

DO the following to maintain your deck:

1. Wash the deck once per month using a mild detergent (Simple Green, TSP, etc.) and water solution with a stiff brush and hose down.¹
2. Allow deck to dry before replacing door mats.
3. Sweep off leaves, rainwater, pine needles, and other detritus at least once per week.
4. Ensure that all patio furniture have protective rubber feet.
5. Keep planter boxes, heavy potted plants, and fertilizer off of the deck surface as they can stain the surface or obscure developing problems from view.
6. Inspect the surface regularly for cracks, blisters, or peeling of surface material. If such a condition exists, contact the management company immediately.
7. Use **ONLY** natural fiber door mats that **DO NOT** have a rubber backing.

Please **DO NOT** do the following to your deck:

1. Install satellite dish brackets or cables onto the deck or perimeter wall flashings.
2. Penetrate the deck surface with brackets, pipes, bolts, etc.
3. Store or use items with excessive weight on the patio, including refrigerators, stoves, concrete furniture, etc.
4. Cover the surface with carpets, simulated grass, tiles, or the like as they can stain the surface or obscure developing problems from view.
5. Allow scuppers to become restricted by trash, vegetation, potting soil, or debris, which will allow water to pool on the deck surface.
6. Do not allow potted plants to sit directly on the deck. All pots must be raised off the deck surface by at least one (1) inch to provide air flow underneath and keep the deck surface dry.
7. Use a barbecue of any kind.
8. Install a portable spa, fire pit, fountain, or any water containing item.
9. Install or use a portable electric heater.
10. Allow any pet to relieve itself on the deck.

² The care provisions listed above pertain to the **INSIDE** of the fences (viz., the "Homeowner" or "Resident" side). Courtside has heretofore not made provisions for cleaning/dealing with the outside facing vinyl fence surfaces. The sub-committee recommends this be addressed in 2017 and budgeted for in 2018 as a monthly wash/water spray down and inspection of the vinyl fence sides that face outward followed by a semi-annual scrub down.

Appendix 1.2: "Rules for Care of Fences"

Vinyl Fences

Our vinyl fences resist most common stains like oil and grease. Due to their continued exposure to atmospheric conditions, they will become dirty and will therefore require periodic cleaning. Generally, cleaning is required for soil, grime, and any chalky substance that may occasionally develop over time.

1. Clean fences with garden hose and a bucket of soapy water using one (1) ounce of common dishwashing soap and water.
2. Pre-soak the area and then apply soap solution with a sponge, being careful to avoid rigorous scrubbing as it could mar the vinyl surface.
3. Cleaning for moderate stains and mildew conditions that may appear as black spots appear on the surface not normally subjected to rainfall. For this type of situation it is recommended that you mix together 1/3 cup of detergent (Tide, for example), 2/3 cup Trisodium Phosphate (Soilax, for example), one (1) quart 5% Sodium Hypochlorite (Clorox, for example) and three (3) quarts of water.

If the above solution does not readily remove the mildew spots, please work with a contractor to remove the stains. The use of Simple Green and Purple Power Cleaner, as an example, should be confirmed by contractor and one should ALWAYS test cleaner in an inconspicuous area before full use. Because these cleaners contain toxic materials, they can be harmful to skin, plants, and the like.

The chemical agents referenced may be hazardous to either the user and/or to the environment. Consequently be sure to follow all precautions and warnings on the product label, particularly those which may be necessary to prevent personal injury. Dispose of these chemical agents in a manner that is prescribed by the manufacturer. If you are unsure as to how to use or how to dispose of these, contact the manufacturer for instructions.

Fire Safety. Residents need to be careful to protect vinyl building materials from fire and heat. Rigid vinyl fence is made from organic materials that **will** melt or burn when exposed to flame or heat. Sources of fire such as barbecues, and combustible materials such as dry leaves, pine needles, mulch and trash should be kept away from a vinyl fence.

Once a vinyl fence does ignite it is highly toxic. DO NOT ATTEMPT to put out the flames yourself as breathing any amount of combusted vinyl fumes will expose you to a number of dangerous carcinogens. Should the fence ignite, move upwind and AWAY from the fire being careful to not breathe in any fumes.

Locking Mechanism Inspection. Periodically check the gate latch for proper operation. In some situations the gate latch may open even if it has been padlocked from the inside. This can occur if the padlock being used has a shackle diameter **that is significantly smaller than the diameter of the shackle insertion point on the gate locking** attachment. This is easily remedied by installing a padlock with a shackle diameter nearly the same as the gate latch locking attachment point.

Tree, Plant and Other Item Proximity Requirements. Trees, shrubs, plants, equipment, or any other items or materials on the homeowner property that provide access for rodents to the fence tops, should be trimmed back at least 18 inches from both the fence perimeter and from the top of the fence line.

Rodent Damage. Should you suspect rodent infestation or damage on your property, take whatever prudent means are necessary to control the situation. It is the responsibility of the homeowner to ensure that their property is managed properly to minimize rodents. This includes but is not limited to plant and shrubbery management, removing the presence of food, and bait traps as necessary.

II – Vista Special Rules

1. The solar panels on the flat roof of the home and the garage doors are the responsibility of the individual Vista owners as determined by a vote of the owners.
2. No vines are allowed on the stucco of the homes at Vista
3. Individual owners are responsible to trim trees in the entrance ways that touch the wood facings of the home.
4. Vista owners can add a metal security door to their front entrance if the color is the same as the trim on the home. An architectural application must be completed. Approval will be given by the Architectural Committee if the security door is metal and proposed to be the same color (tan or almond) as the trim of the home.
5. The HOA maintains a “bare walls” insurance policy that covers the exterior of all town home buildings in the event of a catastrophic event. Interior issues such as plumbing and electrical are not covered and it is highly recommended that homeowners carry appropriate homeowner insurance to cover the interior of their homes. If the unit is rented out, it is also suggested that renter’s insurance be required to protect the homeowner in the event of damages to the renter’s personal property caused by fire or failure of the plumbing and/or electrical systems.
6. A limited number of assigned parking spaces are available in The Club Vista HOA and can be rented for three or six month terms. A completed “Assigned Parking Form” should be submitted to the Management Company along with a check for the term selected. If the parking space is being requested by a tenant, the owner’s signature is required on the form prior to submittal. Future billing will be sent to the property owner on record along with their monthly assessment. A Vista Committee member will contact you to arrange for the garage and/or carport inspection.
 - Assigned parking spaces are issued for a minimum of three months at \$75.00, or a maximum of six months at \$150.00. No refund for early termination, no exceptions.
[See HOA Website for Application.](#)
 - An assigned parking space may not be reserved for more than 6 months at a time.
 - Before a space is assigned to a Vista resident, it must be determined that two vehicles are parking in the residents’ garage and/or carport. To ensure that garages and/or carports are not being used for storage or any other purpose that prevents vehicle parking, the Vista Committee reserves the right to inspect residents’ garage and/or carport before assigning parking space.
 - Parking Permits must be displayed on vehicle at all times when parked or risk being towed.
 - All vehicles with permits must park in their assigned space. When designated spaces are filled, waiting lists will be maintained. Permits are available as space allows
 - Vehicle owners must obey all parking regulations.
 - Renewal of an assigned parking space is not automatic and the Vista Committee reserves the right to terminate use of an assigned space at any time if it is determined that the aforementioned criteria are not met.
7. All Vista Residents must place their refuse inside the designated trash bins. If a large item is placed outside the trash bin, that resident is subject to a fine. The City of Claremont offers three FREE bulk item pick-ups per calendar year, per single family home, on an appointment basis. Items such as appliances, furniture, and mattresses are common examples of bulk items. To arrange for pick-up, please call Community Services at 909-399-5431.

Interested in donating your old appliances? Habitat for Humanity will pick up working appliances from your home. The donated appliances are refurbished and resold at low prices. For more information, please visit www.habitatpv.org .

III – THE CLUB HOA – NON-SMOKING RULE FOR COMMON AREAS AND PARKS

- A.** No smoking is permitted at any time in the Common Areas or Parks of the Club HOA. Smoking is defined as inhaling or exhaling smoke from any lighted cigarette, cigar, pipe, vaporizer, e-cigarette or any other tobacco or plant product intended for inhalation including but not limited to marijuana.
- B.** Smoking within individual residences, private patios or balconies or front yards as applicable is only allowed with the express permission of the owner of the residence.
- C.** Problems with detectable smoke between two residences are an owner to owner issue. Homeowners should attempt to resolve the issue themselves. If the issue cannot be resolved in this way, homeowners may choose to participate in nonbinding “alternative dispute resolution” process as described in California Civil Code Sections 5925 to 5960.