



RANCHO YORBA HOMEOWNERS ASSOCIATION

5600 Vista del Valle
ANAHEIM, CA 92807

RULES, REGULATIONS AND RESTRICTIONS

**RANCHO
YORBA**

REVISED

Old California Comes Alive

December 2003

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RANCHO YORBA HOMEOWNERS ASSOCIATION**5600 VISTA DEL VALLE****ANAHEIM, CA 92807****RULES, REGULATIONS AND RESTRICTIONS****INTRODUCTION**

Rules, regulations and restrictions (hereinafter referred to as Rules) of the Rancho Yorba Homeowners Association (hereinafter referred to as the Association or RYHOA) are made for the safety, and comfort of all Rancho Yorba Residents. General Guidelines, Information and Policy statements are included to inform each resident of the certain conditions and attitudes of the Association towards such conditions. Your Association Board will cooperate and make every effort to facilitate the request and needs of all residents.

However, all residents must be aware that under the CC&Rs of our Association, as authorized by the State of California, your elected Board has, by law, the right and obligation to uphold all approved covenants and rules. It is the responsibility of your elected Association Board of Directors to uphold and enforce the Rules of the Association in a fair and equitable manner.

1.0 GENERAL RULES, GUIDELINES, INFORMATION AND POLICIES**1.1 COMMON AREAS DEFINED**

- 1.1.1** The common areas shall be defined as all grounds and space outside the legally defined confines of the residential structure. The residential structure is further defined as the living quarters, garage, and fenced in area of an approved patio.

NOTE: Residents shall NOT remove, add or change any plants or foliage in the common areas, this shall include but is not limited to the trimming of trees, hedges bushes, or planting in common areas without the written approval of the Architectural Committee.

- 1.1.2** The Association shall be responsible for the maintenance and upkeep of all common areas (refer to paragraph 11.0, *LANDSCAPING AND MAINTENANCE OF COMMON GROUNDS/AREAS*).

- 1.1.3** Common areas shall be accessible to all residents and vendors of the Association and their guests.

- 1.1.4** Residents and their guests using the common areas shall conduct themselves in a manner so as not to disturb other residents.

- 1.1.5** The Association disclaims any liability for residents or any invited or uninvited guests of the residents using the common areas.

1.2 EXCESSIVE NOISE

Residents are requested to keep noise levels to a minimum, (including but not limited to, loud music, loud TV, revving or racing engine motors (automobile, motorcycle, etc.), and power tools (power saws, drills motors, etc.) Loud noises, regardless of the source, and regardless of the time of occurrence, are in violation of an Anaheim City ordinance, and will be dealt with accordingly. Residents who are disturbed by loud noises should report disturbances to the RYHOA Security Company, or to the Anaheim Police Department at (714) 254-1900. Mechanical noises (such as power lawn mowers or other power tools) are not allowed before 7:30 am or after 8:00 pm, per an Anaheim City ordinance. Violations of this ordinance should also be reported to the Anaheim Police Department.

NOTE: DO NOT USE 911 to report noise disturbances, unless a life or death emergency exists.

1.3 ASSOCIATION VENDORS

Association vendors (gardeners, plumbers, roofers, maintenance personnel and tree trimmers, etc.) are advised not to take direction from Residents. This is done for legal and contractual reasons. If, however, a resident has any problems with a vendor please contact the RYHOA property manager. Homeowners must **Not** make contact with vendors directly, concerning work being done on Association property.

1.4 TRASH AND TRASH RECEPTACLES

Trash dumpsters located in the Lower Level (referred to as Pad 1) are for the benefit of Rancho Yorba residents ONLY. Anyone, not a Rancho Yorba resident, caught placing trash in these receptacles will be prosecuted to the fullest extent of the law. If any resident observes a non resident discarding trash into our trash receptacles/bins, if possible, obtain a license number and description of the vehicle or person unlawfully discarding articles in the trash bins. **DO NOT ATTEMPT TO CONFRONT THE VIOLATORS IN PERSON.** Each of these receptacles is used by a number of residents. Therefore, residents are requested to refrain from depositing large items in these receptacles. This overfilling generally results in a condition where the lids cannot be closed. Leaving the lids up on these trash receptacles is a violation of the Anaheim City Fire Code.

NOTE: Large items, such as, couches overstuffed chairs and appliances can be picked up by calling your Anaheim Disposal Company and requesting a special pickup.

Trash barrels in the Upper Level consist of two types. 1) The Black barrel is for general trash (Non-recyclable materials). 2) The Green barrel is for recyclable materials (glass, plastic, paper, etc.). Both the Black and Green barrel can be set out every week.

The Black and Green barrels are picked up by an automatic arm (the driver cannot pick up the barrels and load them into the truck); consequently, **trash left outside of the barrel will not be picked up.** The barrels must be placed at the curb with the lid opening facing the street. Each barrel is furnished by the City of Anaheim and is registered, by number, to the residence.

In accordance with a city of Anaheim ordinance, **these barrels cannot be left on the street past the day of pickup.** These barrels must be stored in your garage or enclosed patio; they cannot be stored in the common areas (behind or between buildings).

1.4.1 DUMPING PLANT, GRASS CLIPPINGS OR TRASH IN COMMON AREA

Residents shall not discard debris such as plant clippings or trash from the garage or patio on the street or in the common areas.

1.5 GARAGE DOORS

For security reasons garage doors should be kept closed when not in use.

1.6 VEHICLE MAINTENANCE

Maintenance or servicing of vehicles is **NOT** permitted in the streets, guest-parking areas or outside of garages.

1.7 ABUSIVE LANGUAGE

The use of abusive, foul, obscene or threatening language towards an agent (board member, Condominium Management employee, or security personnel), or vendor (gardener, tree trimmers or maintenance personnel) will not be tolerated. Residents or guests using such language towards agents or vendors will be subject to action as deemed appropriate by the Board of Directors. Fines or reprimands for violating this rule will be levied against the homeowner in accordance with the provisions of Section 12.0 INFRACTION OF RULES AND ASSESSMENT OF PENALTIES.

1.8 MAKING RULES AND REGULATIONS AVAILABLE TO RENTERS

It is the responsibility of the homeowner to supply their renters with a copy of the Rules & Regulations. Copies of the Rules & Regulations may be obtained by contacting the Property Manager.

1.9 ZERO TOLERANCE OF ILLEGAL ACTIVITY WITHIN THE RYHOA COMPLEX

Residents of RYHOA are hereby notified that the Board Of Directors of RYHOA exercise a zero tolerance towards acts deemed illegal by the State of California, the County of Orange and the City of Anaheim. These acts are listed as, but not limited to, any dealings in illegal drugs, illicit and open gang activity, or any persons observed placing graffiti marking on any surface within the confines of the RYHOA complex. Residents are responsible for the conduct of their tenants and guests.

1.10 ADDRESSING PROBLEMS NOT SPECIFICALLY COVERED BY THESE RULES.

Situations arise from time to time, which require decisions by the board to address specific problems not addressed by these rules. The Board of Directors reserves the right to develop *ad hoc* rules providing such rules are applied evenly to all members of this association. Notification of non-urgent *ad hoc* rules shall be made by mail to the specific party involved and to the association membership at large through the News Letter. Notification of *ad hoc* decisions of an urgent nature will be made by a special mailing to the association membership at large.

2.0 PARKING

Parking spaces in Rancho Yorba are extremely limited and must be reserved for our Guests.

Vehicles parked in the guest parking spaces within the confines of the Association must park properly in the spaces provided. Oversize vehicles that cannot fit in the marked parking spaces are prohibited. Vehicles parked in such a manner as to take up two spaces will be cited and may be subject to be towed at the owner's expense.

The private streets in the complex are designated as fire lanes and therefore parking is prohibited except for loading and unloading (twenty (20) minutes maximum).

2.1 BACKING INTO PARKING SPACE

Vehicles shall **NOT** be backed into the parking spaces

2.2 NO PARKING ON PRIVATE STREETS/FIRELANES

All streets within the confines of the Association are **Private Streets** and designated as **Fire lanes** and therefore subject to the rules and regulations of the Association. City and State Vehicle Codes are valid only to the extent that they apply to private property. Therefore, all persons operating vehicles within the complex must comply with the Association Rules and Regulations, as well as. all traffic rules and regulations set forth by the California Vehicle Code.

2.3 NO PARKING ON DRIVEWAYS

Parking in driveways is prohibited, except for loading and unloading not to exceed twenty (20) minutes or while washing a vehicle providing the vehicle is not blocking traffic or another resident's garage door or entry way. It is suggested that flashers be used for vehicles parked for loading and unloading in the streets and driveways.

2.4 PARKING IN STREET AND DRIVEWAY WHILE WASHING VEHICLES

Vehicles (autos or motorcycles) may be washed in the driveway in front of the residents garage, when not blocking traffic or another resident's garage door or entry way.

NOTICE: Muddy vehicles of any kind **MAY NOT** be washed in the complex street.

WARNING

DEGREASING MATERIALS, USED TO CLEAN AUTO ENGINES OR MOTORCYCLES, THAT CAN IN ANY WAY DEGRADE THE ASPHALT DRIVEWAYS OR STREETS ARE STRICTLY PROHIBITED.

IMPORTANT: Residents not complying with this rule will be subject to the costs necessary to correct the problem of cleaning up any residue or repair to damaged asphalt.

2.5 UNATTENDED VEHICLE (Subject To Immediate Tow)

Parking an unattended vehicle on any Private Street/Fire lane, in the complex, in such a way as to **IMPEDE TRAFFIC** in either direction, or **BLOCK ANOTHER RESIDENTS GARAGE** or **ENTRY WAY**, is prohibited and the vehicle is **SUBJECT TO IMMEDIATE TOW** at the owner's expense.

2.6 RESIDENTS PARKING IN GUEST PARKING

Due to the limited parking space available in the confines of the Association, vehicles owned or operated by Rancho Yorba residents must be parked in a garage or on the public street. Residents shall not park in the spaces designated for "**Guest Only**," except as noted below.

Vehicles parked in Guest Parking that are known to belong to permanent residents shall not be given the 14 day grace period allowed guests, but are subject to an immediate citation in accordance with these Rules and Regulations; with the following exceptions.

2.6.1 PARKING EXCEPTIONS - FOR RESIDENTS.**2.6.1.1 PARKING ABUSE**

This parking policy is established to clarify certain conditions whereby residents may park without fear of violating the General Parking Rules and Regulations, and are not meant to exonerate the flagrant parking violator. Parking abuser's will be ticketed and also be subject to having their vehicle towed at their expense. In addition to vehicle towing, flagrant abuse of the parking rules may also result in a fine being imposed in accordance with Section 8.0 of these Rules and Regulations. The RYHOA Board of Directors reserves the right to revoke any portion of this policy, via written notice to the residents, at any time.

2.6.1.2 RESIDENTS PARKING IN GUEST SPACES

(A.) Residents are allowed to park (any size vehicle that fits within the parking space) in Guest Parking on Tuesdays (Anaheim City Avenida Bernardo street sweeping day). Vehicles parked on North and South Avenida Bernardo between the hours of 12:00 noon and 4:00 pm on Tuesday will be ticketed by the City of Anaheim. However, to accommodate residents with varied working hours, vehicles will be allowed to park in Guest Parking from 9:00 PM Monday until 9:00 AM Wednesday.

(B.) Residents may park in Guest Parking during the day when temporarily working in garages. This waiver is for TEMPORARY PARKING ONLY. Residents who make a continuous practice (every day or every weekend) of parking in Guest Parking while working in their garages, will be considered to be abusing this exception, and will be dealt with accordingly (vehicles will be ticketed, fined or towed as appropriate).

(C.) Residents may park in guest parking when absence, for business trips or vacations, etc., prevents residents from moving the vehicle from the public street (Avenida Bernardo) during street sweeping days. In these instances you must contact the RYHOA Property Manager, to obtain a **Special Parking Permit** for a period of up to 30 days.

2.6.1.3 GUEST PARKING SPACES AT CLUBHOUSE AND POOLS

Residents may park in the Guest parking spaces adjacent to the Club Houses/ Pools while using the pool or attending an official or social function at the clubhouse.

2.7 GUEST PARKING

Guests of residents may park in areas marked for "**Guests Only**." Guest parking on the *private* streets within the confines of the Association, except for loading and unloading, is specifically prohibited. It is the responsibility of residents to make sure their guest's vehicles are properly parked. The guest's vehicle must be capable of being operated under its own power and fit within a single marked parking space. Vehicles shall not park in more than one parking space at a time. Persons violating this rule are subject to fines or having the vehicle towed at the owner's expense.

2.7.1 EXTENDED GUEST PARKING

Guest's vehicles parked in excess of two weeks (14 days) within a 60-day period may be cited for illegal parking unless proof of ongoing guest status is given to the RYHOA Property Manager or a **Special Parking Permit** is obtained in advance.

NOTE: Visitors or guests who exceed the 14-day grace period within the 60-day limit lose their guest status and will be treated as residents. Vehicles that exceed this limitation will be cited and are subject to be towed at the owner's expense

2.7.2 PARKING IN GUEST PARKING IN EXCESS OF 72 HOURS

Vehicles parked in Guest Parking must be moved once within a 72-hour period (unless special permission has been granted). Vehicles not moved within this time period are subject to being cited and towed, at the owner's expense.

2.8 PARKING VIOLATION TOWING

Except as noted in 2.7.2 above, vehicles are subject to tow on the 3rd violation, (occurring at least 24-hours after the second violation) within a 30 day period. The first two citations must have been written at least 24 hours apart and within the past 30 day period. Notification will be given on the second ticket that the vehicle will be towed on next violation within the 30 day period. Vehicles will be towed at the owner's expense in accordance with CVC 22658A.

NOTE: To obtain information regarding the whereabouts of your towed vehicle, contact the Anaheim Police Department at (714) 254-1900.

2.9 PARKING OVERSIZED VEHICLES

Motor Homes, buses, commercial trucks (larger than three-quarter ton in size) and large tractor trucks are specifically prohibited from parking in the guest parking spaces.

2.9.1 COMMERCIAL VEHICLES DEFINED

Commercial Service vehicles (appliance repair trucks, plumber's vehicle, utility company vehicles, etc.) are allowed to park in designated parking spaces and driveways provided these vehicles do not block the garages or driveways of other residents. Oversized vehicles, (except Moving Vans or Delivery Vehicles that are being used at the time for moving or delivery purposes), are not permitted to park anywhere within the Rancho Yorba Complex.

3.0 STREET SAFETY

Due to the narrow Private Streets, **CAUTION** must be exercised. Persons who consistently operate vehicles in an unsafe manner on the Private Streets may be subject to a fine.

3.1 SPEED LIMITS

The maximum speed limit on all Private Streets is 10 mph except where posted differently.

3.2 UNAUTHORIZED VEHICLES

Unlicensed vehicles, including but not limited to, minibikes, motorized razor scooter, motorcycles and off-road vehicles (*dune buggies*, and "*dirt bikes*") are not permitted on the Private Streets.

3.3 STREET GAMES

Group participation games (including but not limited to football or baseball, etc.) are not permitted on the Private Streets.

3.4 PLAYING IN THE STREETS

Playing in the **Private Streets** or **Guest Parking** spaces is strictly prohibited. In addition, roller skating, roller blading, razor scooters, skate boarding and similar devices are not permitted on the *Private Streets*.

3.5 BICYCLES

Bicycles may be ridden on the *Private Streets* when going from one location to another. Bicycles may not be ridden to play in the streets or ridden on sidewalks within the Association community (where available) or through grassy common areas.

4.0 GARAGE SALES

Garage sales, estate sales, etc., must be conducted within the confines of the Garage or enclosed patio. No sale items may be placed on the driveway or in the streets.

4.1 SIGNS

Garage sales signs shall not be stapled or fixed in any manner on Association light posts, street signs or other Association signs. In addition, Garage Sales signs cannot be affixed in any manner on the fences or fascia board of the garage or structure.

NOTE: All Signs must be removed at the conclusion of the sale.

4.2 HOURS

Sales must be conducted between the hours of 8:00am and 5:00 pm.

4.3 GARAGE SALE PARKING

Sale attendees must park in designated spaces. Any vehicle found blocking the street; access to garages or in such a manner as to impede access by residents or guests of the community will be subject to immediate tow, fine to the person holding the garage sale or both.

It is the responsibility of the person or persons holding the garage sale to ensure that attendees park legally and do not block access to other resident's property.

NOTE: Persons conducting the garage sale are responsible for the conduct of the participants.

5.0 REAL ESTATE SALES AND SIGNS**5.1 NUMBER OF SIGNS DISPLAYED**

When selling or renting a residence no more than two signs (hereinafter called *real estate signs*) are permitted on the residence (window or gate) or in the common area adjacent to the subject property (Care must be taken when placing real estate sign in the common area to prevent damage to any plants – homeowners will be held responsible for any damage to landscaping caused by the careless placement of real estate signs.). One of the above mentioned signs may be placed at an entrance to the complex (see removal requirement below). Signs shall not be affixed to fences, Association street and lamp posts, stucco building walls or garage doors.

5.2 SIGN REMOVED AFTER SALE

Real estate signs must be removed when property enters Escrow. Should the property fall out of escrow and the property again placed on the market, the real estate sign may again be displayed.

5.3 REAL ESTATE SIGN SIZE

The real estate sign shall be of a standard size not to exceed 24" X 36" and shall be set in the ground with an affixed metal stake.

NOTE: Oversized signs mounted on wooden posts are strictly forbidden

5.4 OPEN HOUSE

Two standard size Open House signs may be used to denote an "Open House." One may be placed at the entrance to the complex nearest the residence replacing the regular "For Sale Sign" and one at the residence. The Open House signs may only be displayed during the actual hours of the Open house and must be removed as soon as the house is no longer open for viewing.

NOTE: Open House signs left after the house is no longer open will be removed by the Association.

6.0 POOLS**6.1 HOURS**

Pool hours are 10:00 AM until 10:00 PM daily, unless closed for servicing or maintenance.

6.2 POOL GATES

Pool gates shall **NOT** be left blocked open or left unlocked. Blocking pool gates open or leaving them unlocked is in direct violation of local and state laws. Violators are legally liable for any damages or litigation arising from such actions. In accordance with the local and state laws, pools with public access (such as ours) must be securely closed and locked at all times.

NOTE: Due to the serious consequences that can result from pool gates being left blocked open or unlocked, any person found to have violated this rule will be fined accordingly.

6.3 UNAUTHORIZED POOL ENTRY

Any person entering the pool area by climbing the fence is guilty of trespassing (regardless of whether the person is a resident or visitor of a resident) and will be prosecuted to the full extent of the law. Persons without keys, unless accompanied by an authorized resident, may not follow an authorized person with a key into the pool area. Further, persons without a key may not ask persons in the pool area, with a key, to unlock the gate and allow them access, unless they are a guest or visitor known by the person with the key. Persons with keys who unlock the gates and allow persons unknown to them, into the pool areas are subject to fines or other appropriate action deemed necessary by the Board of Directors. Persons without valid pool keys, unless guests or visitors of a resident in attendance are not allowed in the pool areas and will be treated as trespassers.

6.4 POOL KEYS

Each homeowner is issued one pool key. It is the responsibility of each homeowner to make a pool key available to tenants. When selling your property it is the seller's responsibility to ensure that a pool key is made available to the buyer at the close of escrow. If a pool key is not made available at the close of escrow the Escrow instructions must contain a clause indicating that the seller will be subject to a \$25.00 replacement key charge.

6.5 LOST POOL KEYS

A \$25.00 fee will be charged for replacement of lost or misplaced pool keys.

6.6 POOL AVAILABILITY

The RYHOA pool and Jacuzzi use is available to all residents of Rancho Yorba and their guests.

NOTE: The pools may NOT be reserved for private parties.

6.7 GUESTS

Pools are for the enjoyment of residents, their families and a reasonable number of guests. Guests MUST be accompanied by a resident. Residents will be responsible for their guests and observance of all rules.

6.8 SHOWERS

It is recommended that all persons shower before entering the pool. Showers are provided at poolside.

6.9 SCUBA GEAR

No SCUBA equipment (air tanks, etc.) is allowed in the pool.

6.10 SUPERVISION of CHILDREN

Children under the age of 14 (fourteen) must be accompanied by their parents, an adult guardian or responsible adult supervisor while in the pool area. The Adult guardian or supervisor must be at least 18 years of age.

6.11 JACUZZI

Medical authorities recommend that young children under the age of 14 (fourteen) or adults with heart conditions NOT use the spa (*Jacuzzi*/hot pool).

6.12 BANDAGES

Persons wearing *Band-Aids* or bandages present a health hazard and therefore shall not use the pool or spa.

6.13 GLASS

Glass bottles, glass drinking vessels or utensils shall not be used in the pool area. The use of any plug-in electrical appliance is also strictly prohibited in the pool area.

IMPORTANT: Persons found in the pool area with glass containers will be subject to severe penalties.

6.14 TOYS, ETC.

Toys or floating devices are not permitted in the pools since they restrict the pool area available to others.

NOTE: The life ring is for emergency purposes only. Anyone found using this emergency device for anything but its intended use may have pool privileges revoked or severely restricted.

6.15 RUNNING

Running or other dangerous and rowdy conduct is not permitted in the pool areas. Loud yelling or boisterous conduct is not permitted in the pool areas.

6.16 PETS AROUND POOL

No pets of any kind (except Seeing Eye dogs) are permitted in the pools, spa, pool areas or clubhouse.

6.17 CLEAN POOL

It shall be the responsibility of every person (resident or guest) using the pool facilities to maintain a neat and clean pool area. Place all trash in trash receptacles provided. **Don't litter!**

6.18 LOST ITEMS

The Association is not responsible for lost or misplaced personal possessions.

6.19 POOL FURNITURE

Cutting restraining cables attached to pool furniture is strictly prohibited. Anyone found violating this rule is subject to a fine or other action deemed suitable by the Board.

6.20 ABUSIVE, FOUL AND OBSCENE LANGUAGE

Abusive, foul and obscene language WILL NOT be tolerated in and around the pool. Persons using abusive, foul and obscene language in and around the pool area are subject to having their pool privileges revoked, or being fined, or both.

7.0 PETS**7.1 LEASH LAW**

In accordance with the City of Anaheim Leash Law, all dogs must be leashed while in the public or common areas.

7.2 CATS

Cats must be housed at night so they will not disturb other residents. Be aware that cats allowed to roam are subject to being taken by Coyotes. Any roaming cat that causes a problem will be subject to appropriate control measures approved by the Board.

7.3 BARKING DOGS

Owners of dogs whose barking becomes a public nuisance (described but not limited to: incessant barking day or night) to the extent that it disturbs surrounding neighbors, will be notified of such a disturbance. If appropriate action is not taken by the animal owner, the residents will be subject to appropriate control measures approved by the Board.

7.4 SANITATION

Pet owners shall prevent their pets from creating a sanitation nuisance or from damaging the common area grounds and landscape. **Pet owners are responsible for cleaning up after their pets.** Residents who are observed not cleaning up after their pet will be subject to appropriate control measures approved by the Board

7.5 PET FOOD

Food (pet or otherwise) must not be left in common areas. This invites rodents (RATS) and coyotes to the area.

8.0 BUILDING AND ARCHITECTURAL CONTROL**8.1 GENERAL RESPONSIBILITY OF HOMEOWNER'S CONTRACTED VENDORS**

Homeowners must make their contracted vendors aware of the following responsibilities when performing work on any property in the RYHOA complex

8.1.1 DAMAGE TO COMMON AREA PLANTS AND PROPERTY

Homeowners shall make Vendors aware that the property surrounding the homeowner's building and enclosed patio is common area and plants must not be removed or damaged in any manner without the express consent of the Association Board of Directors. .

NOTE: If homeowner is not sure of what constitutes Common Area, contact the RYHOA Property Manager for clarification.

8.2 CLEANUP AT CONCLUSION OF WORK

Any Vendor or contractor doing work in the complex is responsible for cleaning up any and all debris left over from the job.

8.2.1 DUMPING SUBSTANCES ON LANDSCAPING AND ASSOCIATION STREETS

Contracted vendors shall not dump or dispose of substances or residue from such items as, but not limited to, paint, paint brush cleaning, soap or other cleaning agents on the, grass, plants, shrubs, ground cover, other landscaping or Association streets.

8.2.2 TRASH OR DEBRIS DISPOSAL

Any trash and debris left over from any job must be taken to the local authorized City Dump and **Must Not be disposed of in Association trash bins.**

8.3 EXTERIOR ADDITIONS

No exterior additions or modifications to the structure shall be permitted until the plans and specifications are submitted to the Association Board of Directors, and approved by the Association Architectural Committee. Once approval is obtained from the Association Architectural Committee, the Approved plans are submitted to the City of Anaheim Building department, where proper City permits **must** be obtained.

8.4 ELECTRICAL WORK APPROVALS

Approval must be obtained from the Association Architectural Committee for any **exterior electrical work**. This work must comply with the applicable City wiring codes and proper City permits **must** be obtained.

8.5 RESPONSIBILITY OF ADD-ONS

Approved structural additions or modifications become the absolute responsibility of the property owner and must be maintained by the property owner in compliance with the specifications of the Association.

8.6 REPLACEMENT DOORS AND WINDOWS

Replacement, garage doors, sliding glass doors and windows, must be of the same appearance and trim color as the original item. Entry front doors may be natural wood color or painted similar to the door they are replacing.

NOTE: All replacement doors and windows must be approved by the Architectural Committee

8.7 ADVERTISING SIGNS

Signs which advertise the construction company performing any work on structures in the Association are strictly prohibited.

9.0 DECORATIVE ITEMS**9.1 EXTERIOR DECORATIVE ITEMS**

Individual residents shall not place decorative items (including certain lighting fixtures) on the exterior of buildings, gates, or fences (except for mailboxes, and house numbers) without the written approval of the Association.

9.2 EXTERIOR SEASONAL DECORATIONS

Exterior seasonal lights and decorations shall not be displayed more than thirty (30) days prior to the holiday and must be removed no more than fifteen (15) days after the holiday.

10.0 ASSOCIATION CLUBHOUSE

The Association Clubhouse, located at 5600 Vista del Valle, is available to all residents of Rancho Yorba Homeowners Association for the purpose of any social gatherings, parties and meetings of a legal and noncommercial purpose.

NOTE: Off site owners are not eligible for reserving the clubhouse.

10.1 RESERVATIONS

Reservations for use of the Association Clubhouse may be made at any of the regular Association Board meetings (the 2nd and 4th Monday of every month) or by calling the Property Manager. Reservations and cancellation of reservations must be made at least a week in advance. Last minute Reservation Cancellations will result in a 25.00 cancellation fee.

NOTE: A \$50.00 CASH (refundable) cleaning deposit is required at the time the reservation is made.

10.2 FIRST-COME BASIS

Reservations for the Clubhouse are on a first-come, first-served basis. However, reservations by Association Committees have priority.

10.3 RESIDENT IN ATTENDANCE

The resident making the reservation for the Clubhouse must be present during the entire reserved period.

10.4 NUMBER OF PEOPLE ALLOWED

The maximum number of people allowed in the Clubhouse is posted and must be adhered to.

10.5 CHILDREN SUPERVISION

During Clubhouse events for children under 18 years of age, one adult chaperon for every ten (10) children must be present at all times.

10.6 RESPONSIBILITY FOR CONDUCT

The resident/host is responsible for the conduct of their guests at all times. The resident/host is also responsible for any damage caused to the Clubhouse by the attending guests. Sound amplification equipment must adhere to the "*Boom-box Laws*" of the state of California and be adjusted to moderate levels.

10.7 RENTER OR LESSEE RESERVATION OF CLUBHOUSE

Renters or lessees may reserve the clubhouse for purposes describe above, however the homeowner of record is ultimately responsible for any damages or assessments.

10.8 RESPONSIBILITY FOR CLEANING

The host is responsible for cleaning the Clubhouse at the conclusion of the event. This shall include, but is not limited to, emptying all trash barrels (in the Clubhouse) and removing the trash to a proper trash bin or receptacle and replacing furniture.

10.9 NO SMOKING IN CLUBHOUSE

In compliance with the current state and local laws regarding smoking in public access buildings, smoking in the clubhouse is prohibited.

10.10 ASSESSMENT OF DAMAGE OR CLEANING

If, in the opinion of the Association, the Clubhouse has not been properly cleaned or is damaged, the host will be advised of the problem. If the Association is unable to contact the host, regarding the problem, within a reasonable length of time, and the problem is not immediately corrected, the Association will take the steps necessary to correct the problem and the host will be assessed a fee in the amount of the cost required to cover cleaning or any necessary repairs. If the host is a renter the homeowner will be assessed the fee.

10.11 RESERVATION RESTRICTIONS

The Clubhouse shall not be reserved for the purpose of conducting any event where a fee is charged (to cover costs, etc.), or for profit (whether a profit is made or not), such as, Avon, Tupperware or Amway parties.

10.12 SPA AND POOL

The spa and pool SHALL NOT be reserved for parties. Only a limited of four (4) guest attendees at a clubhouse party may use the pool. Residents at a clubhouse party are excluded from this restriction.

11.0 LANDSCAPING AND MAINTENANCE OF COMMON GROUNDS**11.1 ASSOCIATION RESPONSIBILITY**

The Association is responsible for the planting, landscaping and maintenance of all common areas and grounds.

NOTE: Outside of enclosed patios, **there are no private yards within this complex.** The yard area in front, side and back of all units, unless in an enclosed patio, is common area property and does NOT belong to the resident. Responsibility for the maintenance of this common area belongs to the Association.

11.2 RESIDENTS PLANTING AND TRIMMING IN COMMON AREAS

Individual Residents shall not plant flowers, shrubs, trees or grass in the common areas without the written approval of the Association. Further, residents shall not trim, remove or modify in any way, flowers, shrubs, trees or grass in the common areas without the written approval of the Association.

12.0 INFRACTION OF RULES AND ASSESSMENT OF PENALTIES

The Association has the power and responsibility to assess a penalty of up to \$500.00 for each infraction of these rules. In the case of a landlord/tenant relationship, the penalty assessment will be against the Homeowner/Landlord of record and shall be added to, and become a part of, the assessment to which the property is subject.

13.0 HOMEOWNER RIGHT OF APPEAL

Any Homeowner who feels they have special circumstances to be considered regarding any of these rules, may make your appeal to the Board of Directors at any regular board meeting (2nd and 4th Monday of the month at the Vista del Valle club house.) If you are unable to attend a board meeting, you may make your appeal by letter. If you have a special circumstance that you feel needs to be brought to the board, it is strongly suggested that you bring the matter before the board before the circumstance becomes a problem.

NOTE: APPEALS MUST BE MADE IN PERSON (AT A BOARD MEETING) OR IN WRITING, NO LATER THAN 90 DAYS FROM THE DAY OF THE INFRACTION OR PROBLEM.

APPENDIX A

CITATION AND TOWING POLICY

ISSUANCE OF CITATIONS

Citations shall be issued by the security service in the event of a violation of the established Rules and Regulations.

NOTE: Most citations will be issued for vehicle violations (illegal parking etc.).

CITATIONS, GENERAL (Not vehicle related)

General citations may be issued by the security service for any infractions of the Rules and Regulations.

- Citations for general rules violations will be in the form of a warning/notice that further violations of the rules will result in appropriate action being taken by the board (i.e., fines, sanctions, etc.).
- Unless the violation presents a clear and present danger to others, a warning that a violation has occurred will first be given. If the warning is not heeded or flagrantly ignored, then a citation will be issued.

Example: A person is advised that glass containers are not allowed around the pool area and, therefore, must be removed. If the person refuses to abide by the rules, then a serious violation has occurred and a citation shall be issued.

Policy: Citations shall only be issued for general rule violations when serious rule violations have occurred.

CITATION, PARKING (Vehicle)

- Parking citations shall be issued by the security service for any infractions of the Rules and Regulations regarding vehicle parking (Section 2.0., Rules and Regulations). The officer issuing the citation should also take into account the exemptions listed in Section 2.0., Rules and Regulations.

NOTE: Vendor's vehicles, such as tree trimmers, gardeners, plumbers, moving vans, etc., are exempted from citation when engaged in work in the association providing they are not totally blocking the street. If such a vehicle is blocking the street the driver should be asked to move the vehicle unless work does not permit moving the vehicle. Vehicles belonging to vendors working in the complex shall not be towed or ticketed. If a vehicle belonging to a vendor presents a parking problem, the problem shall be reported to the management company and appropriate action will be taken.

- No more than 1 citation shall be issued for a parking violation within a 24-hour period.
- The second citation shall contain a warning that the third violation will result in the vehicle being towed at the owner's expense.

NOTE: After a vehicle has been towed from the complex for violation of parking rules, the vehicle will be towed with **no further warnings given for any additional violations**

- Vehicles of visiting non-residents, that exceed the 14-day grace period, within a 60-day period, no longer enjoy guest status. An advisory may be issued to non-resident visitors who are close to exceeding the visitor grace period.

Policy: Citations will only be issued to flagrant violators, and then only to known residents or guests who have lost guest status. If in doubt about the resident/guest status of a given vehicle, the board of directors will be contacted for verification of the violator's status.

Vehicle towing

- No vehicle shall be towed from the complex at the request of a resident unless the vehicle is the personal property of the person requesting that the vehicle be towed
- Only a member of the association board of directors may authorize a tow of a vehicle not specifically covered by the Rules and Regulations.
- Only members of the board of directors may be called upon to identify whether a vehicle belongs to a

resident or guest, if a doubt exists.

NOTE: Any vehicle may be towed from the complex providing the vehicle has been identified as having received two warning citations or parked unattended, in a fire lane, for an extended period of time (in excess of 20 minutes)*.

* Working vendor vehicles not blocking a street or drive are exempt. The exception, of course, is when blocking the street is essential to the work being done.

POLICY: TOWING SHALL ONLY BE USED AS A LAST RESORT.

APPENDIX B

RYHOA FINE SCHEDULE.

The following fines are imposed when an infraction or violation of the CC&Rs or Rules and Regulations of the Rancho Yorba Association has been committed. Fines, with certain exceptions, are only issued after notifications have been forwarded to the violating party and ignored. All fines are subject to appeal within the time frame defined in the CC&Rs or Rules and Regulations.

GENERAL RULE INFRACTIONS AND VIOLATIONS

Infractions and Violations are defined as follows:

Definitions:

Item 1

Minor Infraction and Violation: Notification by letter of a minor infraction of the Rules and Regulations or CC&R's that does not constitute a danger to others or possible destruction of property.

Item 2

Major Infraction and Violation: Notification by letter of a major infraction of the Rules and Regulations or CC&R's that could result in the destruction of property or possible personal injury.

Item 3

Failure to comply: Failure to comply with a Board of Director's approved directive.
Example: Advised by Authorized persons (Board Member or Vendor) to refrain from driving in closed area (such as road resurfacing); to correct a situation caused by a resident or for removing or damaging common area plants or structures.

ZERO TOLERANCE

Certain violations are of such an egregious nature that they cannot be tolerated within our community. Zero Tolerance violations are defined as:

Item 4

Foul Language/ Destruction of property Using threatening, foul or abusive language or actions against an RYHOA Vendor, Security, Board Member or Committee person.
Intentional destruction of common area property or properties belonging to other residents of RYHOA.

Item 5

Gangs Activities Participation in any form of gang activity that intimidates threatens or induces harm to any person within the confines of the RYHOA property. Participation in any gang activity that "tags," marks, or in anyway desecrates, damages or destroys private or common area property within the confines of the RYHOA property.

Item 6

Illegal use or possession of controlled substance in RYHOA complex. Illegal manufacturing, storage or possession of any controlled substance for the purposes of personal use, sale or distribution.

TABLE OF FINES

Item #	Action	1st Notice	2nd Notice	3rd & Addn'l Notice¹
1	Request by letter to comply within 30 days (minor).	WARNING Letter	\$50.00 with right to appeal	\$100.00 with right to appeal
2	Request by letter to comply immediately (major).	WARNING Letter Immediate action required. \$50.00 fine optional	\$100.00 with right to appeal	\$150.00 with right to appeal
3	Notification letter citing failure to comply with a Board directive.	\$50.00 to \$100.00 Fine letter with right to appeal. Severity judged by a quorum of board members	\$200.00 with right to appeal	\$250.00 with right to appeal
4	Zero Tolerance (action)	\$150.00 Fine letter with right to appeal	\$250.00 with right to appeal	\$350.00 with right to appeal
5	Zero Tolerance (gang activities)	\$200.00 Fine letter with right to appeal	\$300.00 with right to appeal	\$500.00 with right to appeal
6	Zero Tolerance (drugs)	\$500.00 Fine letter with right to appeal	\$1000.00 with right to appeal	\$1000.00 with right to appeal

¹ Failure to comply with previous request

**RANCHO YORBA HOMEOWNERS ASSOCIATION
RULES AND REGULATIONS
REVISED DECEMBER 2003**