



## **Members Handbook**

# **RULES & REGULATIONS**

**Updated 2015**

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## DEFINITIONS

1. Architectural/Facilities & Maintenance (ARC F&M) Committee -A committee appointed by the Board to maintain the integrity and the appearance of OCA and to make recommendations regarding architectural modifications for Board approval.
2. Association - Oceanside Community Association, also known as OCA.
3. Board - The Board of Directors of the Association.
4. Bylaws - The Bylaws of the Association.
5. cc&Rs - Covenants, Conditions & Restrictions - part of the Association's governing documents.
6. common Area -All surrounding land, streets, sidewalks, etc. is common area and as defined in OCA's CC&Rs.
7. City - City of Oceanside, CA.
8. Dwelling- The improvement or improvements constructed on a lot for residential use and occupancy by one or more persons.
9. Interior Streets - All streets within the confines of OCA used for the egress and ingress of vehicles. They are maintained by the Association.
10. Member-An owner of real property within OCA automatically becomes a "member" of the Association. Refer to the definition of "member" in OCA's cc&Rs.
11. OCA-Common name for Oceanside Community Association including all leased and owned property therein.
12. Homeowner- The owner of record, whether it be one (1) individual, a group, a firm, a trust, or other entity.
13. Unit-Any one of the fifteen (15) subdivisions of the project.
14. OCA Business Office - The building located at 550 Vista Bella (across the parking lot from the Clubhouse). All business with the Association is conducted at this location.

The Oceanside Community Association (OCA), an age-restricted (55 years or over) community, was established under California statutes. These regulations require recorded CC&Rs and Bylaws. A set of rules to cover daily activities is necessary to augment and enforce these legally required documents. The Board of Directors and the Management of OCA are concerned with your neighborhood environment and endeavor to keep it a safe and pleasant place to live. These rules have been adopted to safeguard that environment. It is imperative that all residents show respect for their neighbors by adhering to these rules.

## GENERAL INFORMATION

This section contains highlights of the information contained in the Oceanside Community Association (OCA) CC&Rs and Bylaws.

### A. OWNERSHIP

1. Title to the purchased property includes the dwelling unit (including the roof and the footprint only, that is, only the land under the dwelling). All surrounding land, streets, sidewalks, etc. is common area. The footprint is defined as the surface space occupied by a structure.
2. Title to the "common area" is held by the Oceanside Land Company and is leased to the Association.
3. The Association maintains the common area buildings identified as Association maintained garages in Units #8 and #9, Clubhouse Complex, Maintenance Yard buildings and the OCA Business Office. The Association maintains the common area identified as all landscape areas outside of the footprint of the home, car sheds and carports in specific units, maintenance yard, dog park, parking lots, driveways and interior streets.
4. At least one (1) resident in each dwelling unit must be 55 years of age or older and all other residents must satisfy certain age or relationship requirements set out in the governing documents and applicable law. Age verification forms are required from all residents and live in care givers. Please refer to the Age Verification section of the Community Regulations.
5. Ownership of the property in OCA includes membership in the Association and allows one vote in any election (regardless of the number of dwelling units owned).
6. Offsite owners relinquish the right to access Association amenities (swimming, workshops, etc.) to their lessee/occupant.
7. Homeowners are responsible for all actions of their lessees and guests, in relation to the Association and use of the common areas. Lessees, residents and guests must follow all rules of the Association as discussed in the governing documents.

### B. INSURANCE

1. The Association maintains a master fire insurance policy that covers all dwellings and Association buildings for physical loss, subject to current deductibles.
2. Owners are assessed annually for their share of the cost of the master policy based on the square footage of each dwelling. The annual insurance assessment is not automatically deducted even if you have signed up for ACH {Automated Clearing House} payment.
3. The Association provides liability insurance only for the common areas. liability insurance for private property is the owners' responsibility.
4. Owners are responsible for insurance on dwelling items not covered by the master policies. The deductible on the master policies relates to their dwellings, their personal property and, personal liability. Under a "bare walls" policy, the

Association insures only the bare structure of the individual home/building. Under this methodology, individual homeowners are responsible for insuring building property they own and use exclusively, such as sinks, built-in cabinets, appliances, flooring, and wallpaper in their individual units under the homeowners (HO) 6 or unit-owners insurance coverage.

5. The cost of the insurance deductible is noted on OCNs current Fee/Fine Schedule.
6. owners must purchase their own insurance coverage for personal property and personal liability for their home.

**C. KEYS**

1. There is one (1) key that opens the front door to the Clubhouse and all gates leading to the pools/patio area. The key for the recreational areas can be obtained from the OCA Business Office with a refundable deposit. No more than two (2) keys will be issued per household to residents only.
2. Keys shall be issued to homeowners only, who will be responsible to supply the key to any lessee, and shall retrieve the key from the lessee at the termination of the lease/rental agreement. Upon selling the property, the owner shall return the key to the OCA Business Office and receive a refund.

**D. MONTHLY ASSESSMENTS**

1. Assessments cover the expenses of the Association as follows:
  - a. Common area land lease payments
  - b. Trash collection
  - c. Water
  - d. Sewage fees
  - e. Cable television - basic
  - f. Exterior house painting
  - g. Management fees
  - h. Legal, accounting and other expense necessary to properly manage the business affairs of the Association.
  - i. Landscape maintenance and irrigation
  - j. Common area lighting
  - k. Interior street paving
  - l. Maintenance of interior sidewalks
  - m. Maintenance and repair of an Association buildings and recreational facilities
  - n. Maintenance and repair of any and an equipment required for Association operation
  - o. All government taxes and assessments of Association controlled land, buildings and activities.
2. Assessments are due the first of each month and become delinquent if not received by the fifteenth (15<sup>th</sup>) of the month. Late fees will be charged on delinquent accounts.

3. Delinquent assessments may result in liens against the property and possible foreclosure. The Association *may* pursue legal action against the delinquent homeowner through Small Claims Court or Superior Court, (To *collect the balance owed to the Association., it may pursue..•*)

E. WORK ORDERS

1. All work orders may be submitted in person (Mon-Fri) between 9:00am and 3:00pm. (Emergencies may be reported 24 hours a day at 760-757-3937).
2. Other requests such as television, police., and telephone services are to be made directly to that service provider. A listing of phone numbers may be found in the OCA phone directory near the front pages.

F. RECREATION FACILITIES AVAILABLE

1. Activities and facilities are available to OCA *residents*. Please refer to the monthly newsletter (The Hilltop Highlights), OCA TV, OCA Website [www.oceanaseniors.org](http://www.oceanaseniors.org) and bulletin boards for current activities information.

G. RESIDENCE EXTERIOR CHANGES

1. All changes or modifications, including but not limited to, the exterior of a dwelling, carport/garage., or fences, require application to the Architectural/Facilities & Maintenance.(ARCF&M Committee. and approval of the Board of Directors before the change or modification can take place. For ARC F&M meeting information, please refer to The Hilltop Highlights, OCA1V and OCA website.
2. All ARC F&M applications must be turned in to the OCA Business Office by the 1<sup>st</sup> day of the month at 3:00pm: Any application received after the 1<sup>st</sup> of the month will be applied to the following month's ARC F&M Committee agenda.
3. Any modifications., made to the exterior of the dwelling, that *are* visible from the common area must be approved by the Association. This approval must take place before any work on the property may commence.

**\*\*PLEASE NOTE:** Failure to obtain approval from the Association may result in closing down the work site. The Board of Directors will be scheduled and a fine may be imposed on the homeowners account. Legal action may also be taken against any owner in violation of OCNs governing documents.

H. RESIDENCE INTERIOR MAINTENANCE & REPAIR

1. All interior maintenance and repair of dwellings is the homeowner's responsibility. Additionally, homeowners are responsible for the maintenance and repair of enclosed porches., atriums, lanais., etc. that exist on the exterior of the property.
2. The homeowner is responsible for the gate valve, pressure regulator., all hose bibs, and all lines under and in the dwelling up to the Association's 1" main shut-off.

3. Plumbing, fixture or pipe damage, leaks around interior fixtures, drain pipe leakage and leaking exterior hose bibs are the responsibility of the homeowner.
4. **Any** damage to the interior of a dwelling is the homeowner's responsibility.
5. Water intrusion to the dwelling from hydrostatic pressure or any natural source such as rain is the homeowner's responsibility, unless action by the Association diverts water into the house.
6. The City of Oceanside restricts contractors from working on Sunday. Call the City for information.

I. RESIDENCE EXTERIOR MAINTENANCE & REPAIR

1. No resident-owned electrical equipment or appliances, such as refrigerators, freezers, heavy power tools, battery chargers, etc., may be attached to common **area** electrical wiring.
2. PAINTING Exterior wood and stucco on all dwellings, carports and garages, except those additions constructed by the owner, will be painted according to the schedule established by the Association (approximately every 10 years) Please refer to the Maintenance list located in the CC&Rs, exhibit "D" for owner's responsibility. Paint colors are recommended by the Architectural/F&M-Committee, and approved by the Board of Directors.
3. **ROOFS**
  - a. Owners are responsible for maintaining, painting and replacing all roofing components including fascia.
  - b. All roof replacements require prior Architectural/Facilities & Maintenance Committee and Board approval, and proof of proper contractor license and insurance.
  - c. Roofs of garages or carports in Units 1 through 6, 8 and 9 which are on common area, will be maintained by the Association.

J. CARPORTS

1. carport Modifications require prior approval by the Association.
2. Trading of carports requires approval by the Association
3. The Oceanside Community Association has the right to make periodic inspections of the garages and carports per the Bylaws.
4. When a carport on common property is enclosed with a garage door, no further interior painting will be done by the Association.
5. All Association owned garages and carports must abide by the City of Oceanside ordinances.

K. SEWER SYSTEM

1. The owner is responsible for all sewer lines under the dwelling up to the Association clean-out.
2. The Association is responsible from the clean-out to the City main sewer line.
3. Residents should be aware of and refer to the OCA Root Invasion Policy (as noted in this document).



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L. MEETING

All committee meetings and Board of Directors' meetings, excluding executive sessions, are open to all homeowners.

## COMMUNITY \_RE\_GULATIONS

### I. GENERAL

#### A. NOISE

1. Televisions, radios or audio equipment shall not be operated at a volume that can disturb neighbors.
2. Refrain from loud talking, laughing, yelling, etc. outside any dwelling especially after 10:00pm and before 8:00am.
3. No construction shall be performed after 6:00 pm or before 7:00 am, Monday through Saturday, or on Sunday at anytime (City ordinance}.
4. Cars, motorcycles, and other vehicle engines shall not be "rewed" or run for an extended period of time.

#### B. UNSIGHTLY VIEWS

1. Trash containers, recycle bins, etc., shall not be kept on the common area.
2. Clotheslines, containers or other such items on a resident's property shall be screened so as not to be visible to neighbors.

#### C. GUESTS

1. Overnight guests' length stay may not exceed sixty (60) days in any one (1) year.
2. Residents are responsible for their guests, invitees, tenants and licensees compliance with all of the OCA Regulations.
3. Homeowners/Residents must provide age-verification of live in Caregivers to the OCA Business Office and must provide a note from their doctor stating the need for 24 hour care., if the Caregiver is under 55 years old.

#### D. SAFETY

1. The speed limit on public streets is 25 miles per hour (City enforced).
2. The speed limit on interior streets is 10 miles per hour.
3. All vehicles including bicyclists must stop completely at all stop signs.
4. Motorists and bicyclists must obey all traffic laws.
5. Bicycles may not be ridden on sidewalks.
6. The use of skateboards, roller-skates, rollerblades, scooters, and other similar devices or toys used for recreation or pleasure are prohibited at all times.
7. Persons needing to use wheelchairs or motorized scooters may drive them on sidewalks, using proper care and observance of pedestrians.

#### E. ANTENNAS

1. Except as permitted by law, there shall be no outside television or radio antennae, satellite dishes, masts, poles or flagpoles constructed,

installed, or maintained in OCA for any purpose whatsoever without the prior written consent of the Association.

## F. SIGNS

1. Signs may not be placed on common area.
2. For rent, for sale, open house, or for lease signs may not exceed 30 inches by 18 inches.
3. **All** flags (national, state, decorative or seasonal banners) displayed outside any dwelling must be in good condition. Please refer to flag etiquette when displaying the American flag.
4. No flagstaff or flagpole may exceed 5 feet in length and must be fitted to a bracket attached to some part of the dwelling. Flags should not obstruct traffic or vision of drivers.
5. Estate/Moving sales signs - refer to the Estate/Moving Sale section of the Rules & Regulations.

## II. OCCUPANCY

### A. REGISTRATION OF OCCUPANCY

All owners must provide the names of the occupants (themselves or tenants) of their dwelling and submit an age verification form for each individual residing in the home and other required paperwork to the OCA Business Office located at 550 Vista Be Ila. All resident's vehicles, including RV's must be registered at the OCA Business Office and receive a numbered parking permit sticker to be affixed to the lower left side of the vehicle's rear window.

### B. TRANSFER OF DOCUMENTS- RENTALS

All documents may be found on the [www.oceanaseniors.org](http://www.oceanaseniors.org) website or may be obtained for a fee at the OCA Business Office. Offsite owners must also provide copies of all OCA governing documents (CC&Rs, Bylaws, and Rules & Regulations, plus Age Verification and Information forms to their Lessee(s).

### C. OFFSITE OWNERS RESPONSIBILITY

Offsite owners are ultimately responsible (financially and otherwise) for all actions of their Lessee(s).

## III. PARKING

### A. GENERAL

1. Parking in this section shall mean any vehicle left unattended.
2. Vehicles referred to in this section shall include but not be limited to cars, Pickups, trailers, boats, minivans, SUVs, motorcycles and golf carts that are only for private transportation. Contractor parking shall include but not be limited to cars, pickups, trailers, minivans and SUVs. Residents must inform their contractor(s) of the parking rules and are responsible for contractor(s) compliance.
3. Parking permit stickers are issued from the OCA Business Office. All resident owned vehicles, including RVs, must be registered at the OCA Business Office and receive a numbered parking permit sticker;- The

parking permit sticker must be affixed to the lower left side of the vehicles rear window.

4. Parking in the north parking lot (between Clubhouse and OCA Business Office) is for activities in these buildings only- no overnight or longer parking is permitted.

GUEST'S= Refer to GUEST PARKING

RV'S = Refer to RV-PARKING

8. Driveway Parking

Overnight resident and/or guest parking is allowed on driveways provided the vehicle(s) do not extend onto any grass, sidewalk or street, or interfere with traffic flow. Vehicles may not overhang off the driveway apron. Residents who have more vehicles than parking spaces provided must park on the main street (Vista Campana North, Vista Campana South, and Vista Bella).

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In order to assist our members and improve the appearance of our community, the Board of Directors hereby grants written permission for the following additional signs:

- a. One (1) "open house" or "estate sale" sign may be displayed near the entrance on Vista Campana. An additional sign may be posted at every intersection at which a turn must be made in order to reach the location, and one (1) sign may be displayed at the residence. Signs may not exceed 30" X 18" in size. Open house signs may be displayed only during the open house hours.
  - b. The display of "Sold" signs is not permitted.
  - c. Homeowners must provide the information regarding signs to your realtor.
7. No repair work or maintenance involving chemical-based fluids of any type (e.g. oil, brake fluid, anti-freeze) (*is permitted at any time by a resident or guest*) by a resident or guest on any type of vehicle in any parking area, street, carport, or garage is permitted at anytime.
  8. No vehicle shall be parked such that it exceeds the width and length of the parking space, carport, garage or driveway.
  9. No boats or trailers shall be parked on any common area.
  10. If a resident owner receives a written notice regarding parking and (*he or she believes*) they believe a mistake is made, they may contact the OCA Business Office in writing.
  11. All vehicles parking, or in use within OCA Community, must have valid/current registration tags on the vehicles.
  12. South Clubhouse parking lot (located behind the Clubhouse) is for RV parking and clubhouse activities. Assigned RV parking spaces shall be painted on the asphalt surface, shall be thirty (30) feet in length, limited

to available spaces, and shall each be given a number. In addition, overnight parking by residents and guests shall be permitted in the south parking lot. Temporary parking passes must be obtained at the OCA Business Office.

**B. GARAGES & CARPORTS**

1. Carports and garages are for parking of vehicles only. Recreational vehicles may not be parked in these areas.
2. Residents shall park their vehicles only in carports, garages, and designated parking or interior streets where no red striping exists, or on public streets {Vista Campana North and South, and Vista Bella).
3. Vehicles shall be parked completely within carports or garages, and no part of the vehicles shall protrude out of the confines of the buildings.
4. Storing items in the garage may not interfere with parking vehicles in the garage.
5. OCA has the authority to contact the Fire Marshall and/or City Code Enforcement on any garage or carport that has been reported as a safety/fire hazard.

**C. INTERIOR STREET PARKING (OCA owned streets)**

1. No parking on or by red lines {fire lanes}, or red curbs.
2. No parking or partial parking on sidewalks.
3. No parking on landscaped or graveled areas:
4. Live-in caregivers may park on interior streets-with an OCA parking permit sticker. Live-in caregiver parking is permitted only if vehicles are not blocking ingress and egress to garages and carports.
5. Handicap parking with a current California placard is permitted as long as vehicles are not blocking ingress and egress to garages and carports.

**D. GUEST PARKING**

1. Guest parking (*without a guest parking permit, in guest parking areas (including parking in Lot A) is permitted for a maximum of three (3) consecutive nights.*) areas (including parking lot 7A) are for guests only for a maximum of three (3) consecutive nights without a guest parking permit. A guest parking permit allows parking for seven (7) days. Guest parking permits must be obtained through the OCA Business Office.
2. Guest vehicles may park on driveways or aprons, if there are no guest parking spaces available.

**E. RECREATIONAL VEHICLES - SHORT TERM PARKING**

1. RVs, both residents and guests, may be parked in the front section of the south clubhouse parking lot temporarily. A temporary parking permit must be properly displayed in the front windshield.
2. RV owners will be required to provide a valid Driver License, current vehicle registration, and proof of insurance on the RV upon obtaining a

- temporary parking permit. RV owners must sign an appropriate waiver statement absolving the Oceanside Community Association (OCA) of any blame or wrong doing should their vehicle be damaged for any reason while parked temporarily at the front section of the south parking lot.
3. RV level jacks may not be used directly on the asphalt at anytime. If an RV level jack is necessary for an RV, wooden blocks or plastic blocks measuring 10"X10" must be used. "Fifth Wheelers" require wooden blocks or plastic blocks measuring 10"X10" and placed in the area at hitch support. All homeowners shall be held responsible for any road surface damage caused by their or their guests RVs.
  4. No RV, whether belonging to a resident or a guest, may be parked in a guest parking area.
  5. Under no circumstances may a person or persons live or sleep in an RV parked within the confines of the OCA community.
  6. Guest Short term RV parking is for a maximum of seven {7} days within a thirty {30} day period.
  7. RVs may be parked c>n interior streets near resident's house for a maximum of eight (8) hours for loading or unloading, provided they do not block traffic.
  8. RVs may not block traffic or sidewalks or park on or by red lines/fire lanes or red curbs.

#### LONG TERM PARKING

1. All RV spaces are rented on a monthly basis and rent is due by the 1<sup>st</sup> of each month. If rent is not received by the 15<sup>th</sup> of the month, a late fee will be applied to the RV account. The rental agreement will be cancelled on the 25<sup>th</sup> of that month and the owner will be notified in writing to remove *their* vehicle.
2. Rent is payable to the Oceanside Community Association, and payments must be made in person at the OCA Business Office or mailed to the OCA Business Office located at 550 Vista Bella, Oceanside, CA 92057.
3. Each owner is responsible for the neatness of *(his or her) their* assigned space.
4. Nothing shall be stored outside of the vehicle.
5. All vehicles must be in working order and be able to be driven off at any time. Current registration and proof of insurance is mandatory and must remain current at all times.
6. RV renters are responsible for any road surface damage caused by their RV.
7. *(In the south parking lot, generators will be allowed to run between the hours of 9:00 am to 6:00 pm.)* Generators will be allowed to n.m between the hours of 9:00am to 6:00pm while in the South parking lot.
8. No person(s) may use the vehicle to camp or live in while in storage on the South parking lot.

9. No repair(s) or maintenance work may be performed while the vehicle is stored on the South parking lot.
10. Residents who are interested in reserving a longterm parking space for their RV must contact the OCA Business Office for availability. If no spaces are available, residents may complete an application and be placed on a waiting list.

F. RED LINE STRIPING

The map and letter provided to OCA by the Oceanside Fire Department, February 23, 2007, shall be the governing document for red no-parking striping and rules in the OCA community.

G. ENFORCEMENT

Any violations of the parking rules will be considered justification for violation notices and imposition of fines/ penalties. Repeated violations may result in vehicle towing at the vehicle owner's expense.

Vehicles parked on common area may be towed by OCA (as noted in the California Vehicle Code) if abandoned or unattended. Residents must initiate a tow if a vehicle is found parked in their garage or carport.

IV. PET RULES

- A. Residents may keep only dogs, cats, domesticated birds, and aquatic animals as household pets.
- B. No more than three (3) dogs, or three (3) cats, or a combination of household pets (dogs & cats) combined may be kept in any one dwelling. Animal control will be contacted if a violation is reported.
- C. Pet owners for this section will include all owners, residents, guests, or others in possession of a pet while on OCA property.
- D. Breeding of animals for commercial purposes is prohibited.
- E. Pets except service animals, are not permitted in the common area buildings which include the OCA Business Office, clubhouse, shops, and patio/pool area.
- F. Pet owners shall restrain their pets from defecating or urinating on plant materials near or in the vicinity of dwellings.
- G. Pet owners shall immediately clean up and properly dispose of their pet's excrement in containers/bags that can be sealed or tied. Pet waste stations have been placed throughout the community for disposal of pet waste. Pet owners shall visibly carry a plastic bag, "pooper scooper" or other appropriate equipment for picking up and disposing of pet waste at all times when the pet is outside the dwelling.
- H. Pet owners are responsible for ensuring their pets do not create a nuisance. A nuisance includes but is not limited to: excessive noise such as barking, howling, whining, squawking, meowing, noxious odors, viciousness, or menacing behavior.



- I. No pets shall be allowed to run at large outside a dwelling. All dogs must be securely restrained by a leash not exceeding six (6) feet in length by a person physically competent to keep the animal under control. (Reference: City Ordinance 4441, Section 4.14)
- J. Any pet found running loose on the premises may be turned over to the proper animal control authorities.
- K. Pets may not be tied up or staked to patios or any common area.
- L. Homeowners shall assume full responsibility for any personal injuries or property damage caused by their pets, or pets belonging to a Lessee or guest(s).

V. BUSINESSES

- A. No business of any type or kind (*that disturbs the peace and quiet of the neighborhood, shall be permitted within the OCA community.*)
- B. No business (*that is unsafe (such as hazardous materials) or that may increase the Association's insurance rates, shall be permitted.*)
- C. No business, that requires excessive foot or vehicle traffic, shall be allowed (City regulation).
- D. No retail sales or sales room within a home shall be permitted (City regulation).
- E. No advertising of the address of the home business that results in attracting persons to the premises is permitted (City regulation).
- F. Any business not prohibited by 1 through 5 above must have a City business license (City regulation).

VI. ESTATE SALES

- A. No "garage" or "yard" sales are permitted.
- B. Estate and/or moving sales require:
  - 1. Five (5) business day's prior written authorization from the OCA Business Office.
  - 2. A Moving/Estate Sale Authorization Form shall be completed and signed by the owner (or the legal representative), the sales agent (if any) and an OCA Board Member.
  - 3. Once approved, the Estate Sale permit shall be posted in a prominent location at the sale site.
  - 4. The person(s) conducting the sale shall be responsible for ensuring that sales personnel and customers adhere to parking, noise, signs and other rules.
  - 5. An administration fee is required at the time of applying for an Estate/Moving Sale Permit at the OCA Business Office.
  - 6. Sales shall not exceed three (3) consecutive days.
  - 7. All items must be the personal property of named party who has received the authorization to hold the sale. No additional items may be included in the sale by other parties.

VII. GARAGES & CARPORTS

- A. SPACE



1. An area 10' by 19' in a single car carport or garage or 20' by 19' in a double carport or garage must be maintained for parking of vehicles (City ordinance}.
2. No carport or garage shall be used for business transactions or materials, or personal property per City ordinance.
3. Carports or garages may not be used for living, sleeping, dining or cooking purposes (City ordinance}.
4. Alterations to carports or garages must be approved prior to the commencement of work by the Association. Failure to adhere to this rule may result in a fine against the property, or legal action. The Architectural Application form is available on the OCA Website, and the OCA Business Office.

B. ELECTRICAL (Applies only to Association owned garages where power is supplied in Units #8 & 9}

1. No electrical equipment, appliances, tools, etc. shall be operated in carports or garages except as noted in Paragraphs 2 and 3 below.
2. Garage door openers may be utilized in all garages.
3. Golf carts and other electronically-powered vehicles (such as motorized scooters} that require recharging must be registered with the OCA Business Office. A fee may be charged for use of Association electricity per month.
4. Homeowners who wish to install an electronic vehicle charging station must obtain approval by the Association per CA Civil Code. The architectural application process must be followed and approval must be granted before any work may commence.
5. When enclosing a carport with prior Board approval, any association light inside the carport must be moved to the outside front of the newly formed garage.
6. No additional outlets, power strips, or multi-way plugs are allowed. Refer to Garage Inspections.

VIII. CLUBHOUSE FACILITIES

NOTICE: USE THE POOL(S} AT YOUR OWN RISK. NO LIFEGUARD ON DUTY.

A. GENERAL

1. All pool/patio gates must be kept locked at all times. (City ordinance)
2. Sale of alcoholic beverages is not permitted.
3. Use of the Clubhouse auditorium, kitchen or game rooms require prior reservation by a n.OCA resident'; The homeowner/landlord must sign off on the reservation form as indicated to acknowledge their Lessee is holding a function that the owner is ultimately responsible for. \*\*Please note that the pool/patio area may not be reserved for private parties.
4. Entering the Clubhouse, game rooms, or other-facilities in bathing suits and/or bare feet is prohibited.
5. Only service animals for the disabled are allowed in any facility.

6. Guests must be accompanied by residents at all times. A resident may bring no more than four (4) guests *perhousehold* to the pool.
7. Residents assume full responsibility for the conduct and safety of their guests;
8. Headsets must be used for listening to all portable audio devices (radios, CD players, etc.).
9. No glass containers of any type are permitted in the pool, patio or spa.
10. No rough, noisy, disorderly conduct, or offensive language is permitted within the clubhouse complex.
11. No Smoking Rule effective 1/24/07 Except in a designated area, smoking is not allowed anywhere within the clubhouse complex, and is not allowed within twenty (20) feet of the exterior perimeter of the buildings in the clubhouse complex including the Art Room and Share & Wear room, which are outside the complex. The designated smoking area is a 15'X20' space located near the billiard room by the fence. (State ordinance)

**B. POOL**

1. Persons using the pool or spa must shower before entering.
2. Regularly-scheduled exercise classes have exclusive use of the pool during the times specified.
3. Lap swimming- resident lap swimming hours (in the pool near the Billiards room) are from 2:00 p.m. to 4:30 p.m. and 6:30 p.m. to closing everyday.
4. Guest swim hours are 11:00 a.m. to 1:00 p.m. and 5:30 p.m. to 6:30 p.m.
5. Use of lotions or oils before entering the pool or spa is prohibited with the exception of sunscreen.
6. All persons with infectious or communicable disease (including diarrhea) or open or bandaged wounds are prohibited from using the pool or spa. (See California Code of Regulations, Title 22, Chapter 20, Section 65541).
7. All incontinent persons must wear properly fitted leak proof garments before entering the pool or spa.
8. Permitted flotation devices include swim noodles, life preservers, and water wings/floaties.
9. No jumping or diving into the pool.
10. The pool covers must be completely removed before entering.

**C. SPA**

1. Use of the spa by persons under 14 years of age is prohibited. (State ordinance)
2. Food, beverages and smoking are not allowed in the spa and the area surrounding the spa.
3. No more than eight (8) persons are permitted in the spa at any one time.

**IX. EXTERIOR CHANGES AND MODIFICATIONS**

**A. ARCHITECTURAL CHANGE REQUEST**

1. An Architectural Change Request Form must be submitted to ARC F&M and approved by the Board of Directors prior to the commencement of work. The form must be:
  - a) Obtained from the OCA Business Office or the OCA Website;
  - b) Signed by the homeowner and contractor (if any)
2. The homeowner is responsible for construction compliance with the City of Oceanside and for:
  - a) ARC F&M and Board approved plans.;
  - b) All associated construction and maintenance costs.
3. The owner is responsible for maintaining the changes and modifications and to comply with the owner requirements pursuant to the CC&Rs Maintenance List

X. LANDSCAPE

A. GENERAL

1. No plant material, trees, bushes or shrubs shall be planted in common areas by any resident or homeowner. Removal requires approval by the Board and shall be at the homeowner's expense. The homeowners account may be charged for the labor cost of removing plant material.
2. Watering of any common areas by residents is prohibited.

B. POTS AND PLANTERS

1. Potted plants or planters set on common area are limited to no more than ten (10) per dwelling.
2. Potted plants or planters cannot block the access to the dwelling doorway.
3. Potted plants or planters must be set on a solid base dish or saucer to prevent roots from growing into the ground.
4. Potted plants or planters shall not exceed 24" by 24".

C. ARTIFICIAL PLANTS AND LAWN ORNAMENTS

1. No artificial flowers or plants are allowed on common areas.
2. No ornamental items are allowed, such as, but not limited to:
  - a) Windmills
  - b) Twirlers
  - c) Plastic or wooden figures
  - d) Trellises or picket fences

D. LANDSCAPE EXTRA WORK ORDER REQUEST

A Landscape Extra Work Order Request Form must be submitted to the Landscape Committee for any new planting or removal and any request for trimming or pruning of existing plantings on common areas. This form must be obtained from the OCA Business Office or OCA Website, completed, signed by the homeowner, and returned to the OCA Business Office. The work order will then be reviewed and/or recommended by the Landscape Committee and approved by the Board. Work order forms need to be turned in to the OCA Business Office by 3:00pm on the 1<sup>st</sup> of the month.

## XI. STORAGE

### A. GENERAL

1. Storage as defined in this section shall include, but not be limited to, furniture, equipment, and personal property held for future use.
2. No storage of any kind is permitted *in* open patios or common areas.
  - a) Exception: Typical patio furniture and accessories and barbecues are acceptable in open patios.
3. No flammable, poisonous or other toxic chemicals may be stored or placed in carports or garages.
4. Personal Items stored in garages or carports must be in the cabinets provided, or in cabinets approved as additions by the Association.
5. Clotheslines, containers or other such items on a resident's property shall be screened so as not to be visible to neighbors.
6. With prior written notice OCA may conduct inspections at anytime for compliance of the storage regulations {Ref. Bylaws, Article 5, Section 2}. The City Fire Marshall ordinance will be enforced.

## XII. TRASH, GREEN WASTE, AND RECYCLABLES

- A. Trash sheds are to be kept clean and orderly by proper use of the supplied containers.
- B. In units 7 through 14 containers must be placed at the curb for emptying *no* later than Tuesday morning by 8:00 a.m. but no earlier than Monday at 6:00 p.m. All containers must be removed by Tuesday at 6:00 p.m.
- C. Anyone who has large items, such as couches, overstuffed chairs, or large appliances, to be discarded; must contact Waste Management for pickup. If you have large items to be discarded (couches, overstuffed chairs, large appliances, etc.), you must call Waste Management Company of North County for pick up of items that are too large for regular containers. Please refer to the OCA Phone Directory for the Waste Management contact information.
- D. GREEN WASTE
  1. Only on Friday, between 6:00 a.m. and 1:00 p.m., may green waste, such as any clippings or discarded plants, be placed outside of trash sheds in units 1 through 6, or at the curb in units 7 through 14.
  2. Green waste to be discarded must be in paper bags or open containers only- no plastic bags.
- E. HOUSEHOLD BATTERIES  
Household batteries to be discarded are to be placed in the receptacle in the clubhouse lobby. Residents may also place batteries in a clear Ziploc bag upon the lid of the blue recycle container.

## XIII. WILD ANIMALS

### A. FEEDING

1. Feeding birds, coyotes, rabbits, squirrels, feral cats or other wild animals is forbidden, and may result in a fine.

2. Feeding includes leaving any food, pet food, bird seed, dried corn, garbage, or other edibles outdoors.
3. Hummingbird feeders are permitted.

XIV. VIOLATION PROCEDURES AND REPORTING VIOLATION(S)

A. GENERAL

Any resident may report (in writing only) any infraction of the CC&Rs, Community Regulations, Bylaws., and Articles of Incorporation. Once the reported infraction has been confirmed by OCA, the following steps will be taken:

1. The OCA Business Office will send a courtesy notice to the homeowner listing the infraction(s) and requesting compliance within 15 days.
2. If the infraction(s) are not corrected by the 16<sup>th</sup> day; the OCA Business Office will send a violation letter to the homeowner, listing the infraction(s) and requiring compliance within 30 days.
3. If the infraction(s) continue after receiving the first violation letter and 30 days has passed, the homeowner will receive a notice for a hearing before the Board of Directors in Executive Session. The notice will state the date, time., and place of the hearing and. *will* be sent to the homeowner by certified mail and 1<sup>st</sup> class mail no less than ten (10) days prior to the hearing date.
4. The homeowner may address the Board in person or in writing, however, the hearing *will* be held with or without the homeowner's presence. The Board will make a decision based on all available information.
5. The decision of the Board of Directors shall be sent in writing to the homeowner within fifteen (15) days after the hearing.

**\*\*FOR FINE INFORMATION, PLEASE REFER TO THE FINE SCHEDULE.**

6. If a member fails to pay a fine resulting from noncompliance with OCA's governing documents, the Board reserves the right in appropriate cases to apply to court, without the necessity of going through the fine procedure. This may apply to architectural matters and/or the Sqfety and well-being of OCA residents.
7. If the reported violation does not constitute a violation of the governing documents, the resident making the initial report will be notified, and no further action will be taken. The complaint does not constitute a violation of the governing documents, and no further action.will be taken by the Association/OCA.

B. PETS

In the case of PET RULES, in addition to the fines the Association may seek legal action to have the pet permanently removed from Association property. Pet owners are also governed by applicable Oceanside City ordinances and health codes.

C. PARKING

1. Any alleged parking violations may be reported in writing, to the OCA Business Office, by any homeowner or resident.
2. Only assigned staff or a member of the Board of Directors or designated patrol service (if any) may issue violation notices for parking.
3. Reported parking violations are subject to the general fines as noted *in* the fine schedule, and may also result in towing of the offending vehicle(s) at the vehicle owner's expense.

## HISTORY

Oceanside Community Association  
550 Vista Bella, Oceanside, CA 92057  
(760)757-3939

Oceanside Community Association {OCA}, the first Oceana, was built from the mid 1960's to *the* early 1970's. We are an age restricted, 55+ Senior/Active Adult community of 932 homes with a variety of floor plans, a clubhouse, wood shop, art room, lapidary shop, two (2) pools and spa, computer center, card game rooms, billiards, Share & Wear and a golf course.

We are established under California *laws and regulations (statutes)* that require recorded CC&Rs and Bylaws. These Community Regulations are written to clarify and put into practice these legally required documents. OCA is governed by a Board of Directors comprised of and elected by OCA homeowners. Several committees provide assistance to Board functions and community activities, and an on-site management company provides maintenance and management services. All are concerned with our neighborhood surroundings and are working hard to keep it safe and a pleasant place to live. It is imperative that all residents show respect for their neighbors by complying with these regulations. If the regulations are not followed, the violation process begins and fines may be incurred on the homeowner's account.

The association needs your talent. Share your skills and experience, make new friends and discover how much fun it is to be one of the many dedicated volunteers who keep this community thriving. Check the latest Hilltop Highlights, OCA TV or our website [www.oceanaseniors.org](http://www.oceanaseniors.org) for committee meetings, club functions, activities date and times.

In case of a conflict between the laws of the City, State or Federal and our Rules & Regulations, CC&Rs or Bylaws, the laws shall apply.

## OCA CONFIDENTIALITY POLICY

Members occasionally request information from the Association regarding other members. The Association generally considers its information regarding individual member's personal data, assessment accounts, alleged rule violations, Association enforcement actions, and similar to be matters between the Association and the individual member(s). Other information may be subject to the Association's attorney client privilege or attorney work product protection.

Accordingly, the Association generally refuses to disclose such information to third parties including other members, unless the disclosure is needed for the Association's purposes. Examples of disclosure for Association purposes include the Association's court filings and proceedings, lien recordation, Board, committee or staff reviews, conduct of disciplinary hearings and judgment/assessment collection. Other disclosures may be required by law or



by court Order. Member cooperation and understanding of the Association's efforts to maintain the privacy of Association information regarding members is appreciated.

#### WASTE MANAGEMENT- NON-COLLECTION OF TRASH

Waste Management will not be able to complete your service of trash pick up due to one or more of the following reasons. Trash pick up will return on the next regular collection day.

1. Overweight Cart- Your trash container weight exceeds to maximum weight limits. Weight limits can be found on the cart lid.
2. All trash must be placed in the gray trash cart- Please do not place trash in the recyclable container. *All* trash must be placed in the grey trash cart.
3. All recycling must be placed in the blue recycling cart (including all cardboard) - Please do not place trash in this container. Trash must be placed in the grey trash cart.
4. All material must fit inside the trash cart with the lid closed - Please do not overfill your trash cart. The lid must be able to close so there is no delay with your trash pick up.
5. Only Waste Management provided carts are allowed - Waste Management will not pick up your trash if another container is used and set out for pick up. Residents may only use the trash carts provided by Waste Management.
6. Carts blocked - Trash carts must be placed a minimum of two (2) feet from cars, mail boxes, and other objects. Also, make sure carts are out from under trees and any overhead items. This does not apply to units who use trash sheds.
7. Contaminated recyclables - Please refer to the cart lid for acceptable items in the recyclable cart.
8. Cart placement - Carts must be placed at the curb line with handles facing your home and at least a 1 foot clearance from other carts.
9. No liquid or hazardous waste - For proper disposal, please contact Waste Management Customer Service Center or go online to <http://northcounty.wm.com>.
10. No construction debris - These items are not allowed in the cart. Please contact Waste Management Customer Service Center to find out how to properly dispose or recycle construction debris.

#### INSURANCE POLICY DEDUCTIBLES

In the event of covered loss under the Association's insurance, the deductible will be allocated as follows:

1. Damage to Member's Property  
If a member incurs a loss to either personal property, real property or other property for which the member is responsible and coverage is *afforded* under the Association's master insurance policy, the responsibility for the deductible will be allocated to the member.



2. **Damage to Association Property**  
When a loss occurs resulting in damage to any real or personal property owned by the Association or for which it is responsible *to maintain* and coverage is *afforded* under the Association's master insurance policy, the Association shall be responsible for the deductible.
3. **Damage to Individual Lots and Common Area**  
In the event damage or loss to personal or real property located on the individual lots and/or the common area, the allocation for the responsibility for the deductible under the Association's master policy shall be apportioned among the affected parties on the basis of the ratio of each party's cost of repair to the total cost of the repair.
4. **Loss resulting from a Party's Negligence**  
If damage or loss occurs as a result of the negligence or misconduct of any member, resident, guest, tenant or invitee of a member, and the loss is covered under the Association's master insurance policy, the responsibility for the deductible will be allocated to the member.

\*\*The rules above regarding allocation of insurance policy deductibles are a restatement of Section 11 of Article XI of the CC&Rs and do not amend or change the CC&Rs in any respect.

#### OCA BUSINESS OFFICE STAFF, VENDORS AND CONTRACTORS

Residents and/or their guest(s) may not treat any OCA management employee, vendor, contractor or board member in a manner where it is disruptive. This disruption includes and is not limited to physical and verbal abuse. Homeowners may be issued a hearing notice and a fine may be incurred if such action transpires by phone or in person and is reported to the Board of Directors. Additionally, the OCA Board of Directors may take legal action against the offending party to protect the party is being subjected to improper behavior.

