

PRESALE DOCS TO BE SIGNED BY BUYER

PRIOR TO ORDER BEING RELEASED

Palos Verdes Bay Club, Inc.

Rev. 2021



HORIZON MANAGEMENT COMPANY

Date:

Escrow Co:

Re: Horizon #:

Escrow #:

Address:

Unit , Rancho Palos Verdes CA 90275

Dear Escrow:

The Palos Verdes Bay Club Homeowners Association has had difficulties in the past due to buyers not being aware of certain covenants and responsibilities. Due to the above, we have instituted a new policy to request that buyers read, initial, and sign the enclosed "Notice of Summary of Architectural Requirements" form.

Please return the documents via mail to Horizon Management Company, Attn: Laura White, 21535 Hawthorne Boulevard, Suite 530, Torrance, CA 90503 and via facsimile to 310-626-9822 IMMEDIATELY. We will then process your request for documents.

We thank you for your understanding and prompt cooperation with satisfying this prerequisite.

Sincerely,
HORIZON MANAGEMENT COMPANY
ESCROW DEPARTMENT

Laura White
Escrow Administrator

Horizon Acct No.:

PALOS VERDES BAY CLUB, INC.
Addendum to Escrow Documents

NOTICE

Escrow Instructions & Architectural Requirements

As of the following date _____

I/we _____
Print Buyer's Name(s)

Am/are in the process of purchasing _____ **Drive, Building#** _____ **Unit** _____

Rancho Palos Verdes, CA 90275, a condominium unit within the Palos Verdes Bay Club, Inc. ("Association".) As Buyer(s) of the above-described property I/we acknowledge that it is necessary to understand and abide by all provisions of the Association's Covenants, Conditions & Restrictions ("CC&Rs"), Rules and Regulations, and Architectural Rules and Regulations along with other governing documents. **Please Initial** _____

Rental/Leasing Restrictions:

- (a) The initial term of a lease of a Unit must be for a period of at least one (1) year;**
- (b) Leasing Cap Restriction.** No more than 25 percent of the units in the Development may be leased to tenants at any given time. This provision will not apply to (i) owners of record on or before September 12, 2021, the effective date of the Rental Cap Restriction; and (ii) any Owner who takes title through inheritance, intra-family transfer, and/or beneficiary of a trust; and (iii) Board authorized and empowered grant of a hardship exemption from application of Leasing Cap Restriction;
- (c) Short-Term Rentals Prohibited.** No person shall make a short-term rental in the Development, except as allowed by law or as may be expressly permitted by the City of Rancho Palos Verdes;
- (d) Lease of Less than the Entire Unit.** A Member who occupies a Unit may lease or rent less than the entire Unit, for a period of greater than one year;
- (e) No Assignment or Subleasing.** No Unit lease may be assigned, sublet, or subleased;
- (f) Leases and Rental Agreements in Writing.** All leases or rental agreements must be in writing, and a copy provided to the Association;
- (g) CC&R's and Rules.** Copies of the CC&Rs and Rules and Regulations shall be provided to the tenant by the Unit Owner. The Unit Owner shall be responsible for compliance of tenants with the governing documents. **Please Initial** _____

ARCHITECTURAL REQUIREMENTS

Exclusive Use Common Area. Article I, Section 1.8 (CC&Rs) indicates that the following parts of a condominium Unit are owned by the Palos Verdes Bay Club: parking spaces, storage areas, entry doors leading from the common hallway to a unit, common area plumbing, and other fixtures designed to serve it. These components may not be changed or replaced in any manner except upon written approval of the board of directors. (Article V, Section 5.3 (k) of the CC&Rs). **Please Initial** _____

Floor Coverings. Article V.5.4 (b) of the CC&Rs states the following: In order to ensure better sound attenuation within the condominium building, carpeting and padding are required in all areas of a Unit located above the above the first floor; with the exception of the entry area, kitchen, hallway, and the bath areas, which are permitted to have flooring made of materials other than carpeting. All flooring materials must be underlain with a sound attenuating material that, if installed pursuant to manufacturer's recommendations, will minimize impact aand sound transmission noise. Architectural Rules and Regulations require Impact Insulation Class (IIC) and Sound Transmission Class (STC) of 52 or higher. An Owner desiring to install floor coverings shall obtain the prior written approval of the Palos Verdes Bay Club, Inc. Board of Directors. **Please Initial** _____

Improvements. Article VII, Section 7.1 of the CC&Rs states the following: No improvement of any kind shall be commenced, erected, or maintained within the Property, nor shall any addition to, change, or alteration be made in or to any Unit or to any Exclusive Use Common Area until plans and specifications have been submitted to the Board of Directors, and approval in writing by the Board of Directors must be received prior to commencement of any work (Please see CC&R's and Architectural Rules and Regulations for complete language). **Please Initial** _____

Washing Machines and Dryers. The installation and use of washing machines and dryers in a Unit is strictly controlled by and must be previously approved by the board of directors using the forms and procedures available from the office. **Please Initial** _____

Air Conditioning/Heat Pump Mini-Split System. The installation and use of air conditioning in a Unit is strictly controlled by and must be previously approved by the board of directors using the forms and procedures available from the office. **Please Initial** _____

I/we understand that excerpts from these provisions are highlighted for our convenience, but that I/we are responsible for understanding and abiding by all provisions included in the Association's CC&Rs, Rules and Regulations, and Architectural Rules and Regulations.

Dated: _____

Buyer's Signature _____

Print Name _____

Buyer's Signature _____

Print Name _____