Operating Rules (Required Civil Code Sec. 4525)
Bell Cove Condominiums

BELL COVE HOMEOWNERS ASSOC.

Statement of General Policy

Recognizing the individual and collective property investments presented by the membership of the Bell Cove Condominium Association, The Board of Directors has authorized the preparation and distribution of these Rules and Regulations.

The Covenants, Conditions and Restrictions give the Board of Directors the power and authority to establish reasonable rules and regulations governing the use of the common areas and the personal conduct of the members and the guests thereon, and to establish monetary penalties for the infraction of these rules.

The overriding philosophy is to establish guidelines, which will permit the maintenance of an enjoyable lifestyle for all, enhance property values and ensure resale marketability.

Your cooperation in supporting not only the letter, but also the spirit of these Rules and Regulations will contribute significantly to the protection of the rights and privileges for all.

General Rules

1. Residences shall be used for single family purposes. Owners shall notify the Association of any lessees, renters or any change of occupancy.

2. The climbing in or upon trees is strictly prohibited. Should a tree be damaged or destroyed by such activity, the owner responsible will be assessed the cost of replacement.

3. Any commercial venture, which is intrusive to the community as a whole, is prohibited.

4. Hoses must be neatly stored when not in use.

5. Littering of any kind is strictly prohibited.

6. NO personal items such as play toys, bicycles, etc. may be left in the common area.

7. Trash shall be secured in plastic bags and disposed of in the proper receptacle (dumpster). Boxes and cartons shall be flattened prior to disposing of in the dumpster.

8. The disposal of automotive waste in the dumpsters or any part of the property Is **PROHIBITED.** (There are many auto shops around that will recycle this waste.)

9. Residents are responsible for the conduct of their guests. Obnoxious or offensive behavior or activity will not be allowed. Remember, this is someone else's home as well as yours! Please be considerate and keep the noise down.

Pet Rules

1. Pets must be kept within an enclosure; your home or an enclosed patio or balcony and must be on a leash while in the common area. Any violation will generate a written warning, a $50.00 fine will be imposed for the second offense.

2. Any owner/renter bringing in or keeping a pet on the property shall be absolutely liable to any or all other owner/renters, their family and guests, for any damage caused by their pet.

3. Pet owners are responsible for removing their pets waste from any common area. If not removed immediately, the owner shall be subject to penalty. A written warning will be issued at the first violation, a $50.00 fine be imposed for each subsequent offense.

3. Pet owners must keep their balcony and patio areas clean and sanitary so as not to create any offensive odors.

5. Pets which bark or howl regularly or incessantly will be considered a nuisance and the owner of the animal will be required to correct the situation.

6. All pets are subject to City, county and state ordinances in effect.

7. The Board of Directors reserves the right to make a determination Regarding penalties or removal of any owner/renter pet that is a Proven nuisance.

Architectural guidelines

1. Any exterior modification must be submitted to the Board of Directors for approval, prior to installation.

2. All exterior modifications must be painted or stained to match the trim or siding of the residence.

3. Maintenance of any exterior modification shall be the responsibility of the owner and not the association.

4. Any interior alteration, wall modification or any change which would structurally alter any bearing or common walls are prohibited.

5. A city building permit is required for any modification. Approval by the board does not constitute approval by the city, nor does approval by the city constitute approval by the board.

6. Any plans must be submitted in duplicate for approval by the board and shall include the following: (a) color, shape, dimensions and materials to be used; (b) building plans; (c) exterior elevations, surfaces and sections, structural designs and salient exterior details; (d) general exterior color schemes; and (e) landscaping plans showing plants, hedges, fences, etc.

7. All plans must be accompanied by an attached letter of request including the owners name, address, telephone number (residence and work); unit number and general description of the planned improvement. The name, address and telephone number of the contractor and/or individual who will be performing the modification must also be included.

8. The board shall review the submitted plans; their decision and reasons shall be transmitted to the applicant within forty-five (45) days following receipt of all required specifications. Additional information may be required by the board prior to their decision.

Architectural guidelines (cont.)

9. Applicant shall notify the board in writing upon completion of the modification, for inspection by the board. Applicant shall be notified of any compliance failure within sixty (60) days following inspection, including any requirements necessary to remedy non-compliance.

10. The board may authorize variances or establish additional standards as the need arises.

Architectural rules

1. No exterior radio, television, "CB" or other antenna of any type shall be erected or maintained anywhere on the property. Small satellite dishes are the exception, positioned unobtrusively.

2.. Installation of any external appliance must be approved by the board.

3. No sign of any kind shall be displayed to the public view without prior written consent, except that no consent shall be required for one (1) customary "for sale" or "for rent" sign. Any signs on the common area are strictly prohibited unless prior approval is obtained from the board.

4. No vegetation or other obstruction shall be planted or maintained upon any patio or balcony in such location or height as to unreasonably obstruct the view of any other residence or in obstruction of any common area operations.

5. Awnings, sunshades and exterior shutters are subject to board approval prior to installation.

6. Patios and balconies must be maintained in acceptable appearance, to include maintenance of plants and lounge furniture. At no time will barbecue equipment be allowed on balconies. Barbecue equipment is permitted on patios as long as consideration is shown during use.

7. The use of aluminum foil, paper, paint and other unconventional means of covering windows is prohibited. Window tinting may be permitted as long as the material and method of installation is first approved by the board. Film with a reflective effect will not me permitted.

8. Basketball hoops are not permitted.

9. Any seasonal decorations must be removed with two (2) weeks following the holiday.

10. Anything visible from the common area falls under the jurisdiction of the association and the board of directors. Landscaping, shrubs, etc. will remain intact as originally installed when Bell cove was built, in all common areas of the complex. Any plan to change, add or subtract to these common areas must be submitted to the board for approval. The request must be submitted in writing, with appropriate layouts, charts and a plan of action, prior to any activity. If plans are not submitted for review and changes are made without authorization, the area involved will be returned to its original state at owner's expense, and a penalty assessed against that owner for the violation.

11. Each owner and his authorized agent, if any, who submits plans to the board for approval, agrees by reason of such submission, that no action or suit of any kind will be commenced against declarant, lessor, lessee, association or board of directors, or of any of the members or designated representatives thereof, to recover any damages.

12. Violation of the above rules shall result in a fine. Notification of such violation will be issued and the alteration must be removed within the time frame allotted by the board.

Parking rules

1. The parking of recreational vehicles, campers, trailers, boats and commercial trucks or vehicles is not permitted anywhere on the property. No commercial vehicle is allowed except for loading and unloading. Commercial vehicles are defined as: any vehicle with any type of sign, emblem or other manner of advertising for commercial purposes; any vehicle with racks, ladders or other professional equipment visible in or protruding from the vehicle; flat bed, stake bed or any other vehicle used for commercial purposes. All vehicles described above will be subject to towing.

2. Abandoned or non-operable vehicles may not be parked anywhere on the property. The registered owner will be notified, if the situation is not corrected, the vehicle will be towed at owner's expense. Vehicles cannot remain in one parking space for longer than 72 hours without being moved. If a complaint is received from a homeowner or board member, the vehicle will be marked and if not moved with 72 hours, will be subject to towing.

3. Emergency vehicles and equipment must have access to all homes at all times. Parking is permitted in designated areas only.

4. Vehicle repair is not permitted in the common area, with the exception of minor repairs conducted within the garage and not deemed a nuisance to others.

5. Owners of vehicles which drip oil onto driveways or common area parking spaces will be required to repair or remove the vehicle and the oil, or reimburse the association for repair of any areas affected by leaking oil, gasoline or solvents.

6. Vehicles cannot park behind the garage areas except for loading, un-loading and cleaning. Any vehicle left unattended behind a garage will be subject to towing.

7. Any vehicle parked in a manner that blocks another vehicle (double parked) will be towed.

8. NO parking at the red curbs or any other areas designated as no parking. Vehicle will be subject to towing.

9. The board of directors shall reserve the right to designate the common area parking spaces, i.e., "guest only", "resident only" or "no parking"areas.

10. Please use caution when entering or leaving driveways!! Please observe directional signs and the speed limit within the complex, 10 miles per hour. Accidents can be avoided if these simple rules are observed.

Barbecues

1. You are requested to clean the barbecue grill after each use, leaving it clean for the next person.

2. Please remember to turn the gas off, lower lids and replace covers after use. Do not lay brushes or other equipment on hot lids, they will melt!

3. This is a complex with limited barbecue facilities, please be considerate of others!

Pool and Jacuzzi rules

1. Pool and Jacuzzi hours are: 8:00AM to 10:00pm weekdays.
   8:00am to 12:00pm weekends.
   (as these hours are very permissive, a reduced noise level is required after 8:00pm on weekdays and after 10:00pm on weekends.)
   Sundays, from 2:00 to 4:00 PM are reserved as quiet time....
   Adults only!!

2. Pool guests are permitted as long as there is an adult resident on the premises at all times, for those guests.
   Children under 13 years old are not permitted in the spa.

3. Each unit is permitted four (4) guests at any one time. If you plan to have more than this, please contact the board and post a notice of the time and date of your event on the mailbox, in consideration of others.

Pool Rules (cont.)

4. Residents are responsible for the conduct of their guests and must see that they abide by the rules at all times.

5. Children under the age of fourteen (14) years old are not permitted in the pool area without an adult in attendance.

6. Items not allowed in the pool area: glass containers or other breakable objects, bicycles, skateboards or frisbees.

7. Trash and cigarettes are to be disposed of in proper receptacles.

8. Pets are not permitted in the pool area at any time.

9. Patio furniture must be put back in place after each use.

10. The pool gate is to remain closed at all times.

11. The spa is to be turned on only 30 minutes prior to use and turned off immediately after each use.

12. Loud noises, excessive shouting and screaming, horseplay, etc., are prohibited. Please keep radios turned down.

13. Running, in and around the pool is strictly prohibited!!

Remember, this is home to many people, please do your part in making it enjoyable for everyone!!

These rules and regulations are provided so that all owner/tenants can enjoy a peaceful quality of life within our small community. If you have a grievance regarding any aspect of these doctrines, there is a proper procedure to follow for review and consideration. Write a letter to the board of directors citing your reason for the grievance, supported by rationale and your alternate suggestions. The matter will be on the agenda at the next board meeting and you will be provided the opportunity to address the board if you wish.

At no time will harassment of any standing board member be tolerated in relation to these rules and regulations! At the least, a penalty fine could be assessed to you; at the worst, civil litigation initiated against you for this discourtesy.

Penalties for rule violations

The board of directors shall assess whatever fine it considers appropriate to each violation, weighing the gravity of the violation and the history thereof.

The minimum fine for any violation shall be $25.00

Malicious mischief and/or vandalism

This offense will result in a minimum $50.00 assessment depending on the Gravity of the situation, to be determined by the Board of Directors. Costs involved in correcting the damage will be assessed to the homeowner, as well as prosecuting the offender, if applicable, to the full extent of the law.

This fine will be levied to the homeowner where the offender resides or is visiting, regardless of the age of the offender. Juveniles are the responsibility of the parent or guardian.

Homeowners

Off-site owners and landlords are responsible for all assessments as a result of rule violations by his or her tenant.

It is the responsibility of the property owner to see that his or her tenant has a copy of the rules and regulations.

It is the responsibility of each homeowner/tenant to become familiar with these governing documents and to remind others when these provisions are being violated.

Right to a hearing

All persons who have been assessed a penalty have the right to a hearing before the board of directors. Application for such a hearing shall be made in writing to the board within fifteen (15) days of issuance of the violation notice. The board will advise of the date, time and place of the hearing. Failure to apply for a hearing within the time allotted will constitute an admission of guilt of the violation and no further appearance may be made.

Parking Rules for Bell Cove:

Area directly behind garages is considered a fire lane and parking is strictly prohibited. The only exception to this would be for loading or unloading and limited to 20 minutes. Violators will be tagged with a $25.00 citation and any further violations will result in the vehicle being towed at owners expense.

Parking area in alley marked "72 hour parking" is for ***homeowners only***. All vehicles belonging to homeowners parked in this area must have their parking tag in plain view in the vehicle front window. Vehicles without parking tags will be towed at owners expense.

The "72 hour parking" area is for frequently used vehicles and is **not** for nonworking or secondary vehicles. Secondary or nonworking vehicles should be parked in the garage.

When parking in the 72 hour parking area you must park within the designated lines and please make sure you are not taking up 2 spaces. Parking over the line and occupying more than one space will result in a $25.00 fine.

Please let your guests know that they are required to park on the street.