

# OCEANA CONDOMINIUM HOMEOWNER'S ASSOCIATION

A photograph of a building with a brown roof and a light-colored wall. The words "OCEANA REAL" are visible on the roofline. In the foreground, there are two tall palm trees with their trunks wrapped in silver material. The sky is blue with some white clouds. The overall scene is outdoors and appears to be a residential or commercial building.

## RULES & REGULATIONS

# **OCEANA CONDOMINIUM HOA HOMEOWNER / TENANT COMPLIANCE FORM**

- Please fill out the following and return to the Management Group.
- When a Unit is occupied by anyone other than the Titleholder and immediate family, the compliance form must be on record with the Association. All Off-site owners must provide the Homeowners Association with the following information about the occupants of their unit and update it whenever there is a change. It is a homeowner's responsibility to:
- Give the new occupants a copy of the "Rules and Regulations"
  - Have the tenant, head of household, complete compliance form and return it to:

**THE PRESCOTT COMPANIES  
5950 La Place Court, Suite 200  
Carlsbad, CA 92008**

**Office Hours: Monday - Friday 8:00 am - 5:00 pm**

**Tel: 760-634-4700 | Toll Free: 800-404-0141**

**Email: [customerservice@prescottmgt.com](mailto:customerservice@prescottmgt.com)**

**After Hours Emergency: 760-634-4700 or Toll Free: 800-404-0141**

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**I HAVE RECEIVED A COPY OF THE "RULES & REGULATIONS". I HAVE READ, UNDERSTAND AND WILL COMPLY WITH THESE RULES.**

**UNIT ADDRESS:** \_\_\_\_\_

**OWNER / TENANT NAME:** \_\_\_\_\_  
*(Please Print)*

**OWNER / TENANT DAYTIME PHONE:** \_\_\_\_\_

**OWNER / TENANT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

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# Welcome to Oceana Homeowner's Association

## BOARD OF DIRECTORS

The Board of Directors has the authority to appoint various committees to assist the Board, i.e., landscape, maintenance, architectural, etc. Your participation in the affairs of the Association is best accomplished by serving on the Board or one of the committees. Even if not serving in one of these positions, your advice and suggestions are solicited and welcome. The rules and regulations contained herein are general in nature. They clarify and expand on the various items contained in the other governing documents, which also give the Board the authority to distribute and enforce these Rules and Regulations.

## SENIOR HOUSING COMMUNITY

Oceana Condominium Owner's Association is a SENIOR CITIZEN PROJECT, (55 years and older). No one under the age of 55 will be permitted to live in the Project. **Please refer to Article 6 of the Oceana Condominium Owner's Association Covenants, Conditions and Restrictions hereafter referred to as CC&Rs for specific information on exceptions to this rule.**

## VISITORS AND INVITEES

Any person visiting a Unit who is NOT 55 years or older may ONLY visit a Unit with the Member/Resident residing in the Unit. Anyone who is under 55 and over 17 years may visit for a period not to exceed 60 calendar days in one year, not to exceed 14 days in any visit period of stay. Children must be accompanied by a responsible adult at all times while using the common areas and recreational facilities outside the guest residence Unit. Exception: Written approval from the Board of Directors may waive the 14-day visit period

## ABSENTEE OWNERSHIP

Members not RESIDING IN THEIR UNITS are RESPONSIBLE FOR REGULAR INSPECTIONS OF THEIR VACANT UNIT(S); the owner may assign a responsible person as an alternate.

## MOVING AND DELIVERY COMPANIES

- **CARPORT ROOFS:** No furniture or materials of any kind are permitted to be moved over the carport roofs.
- **STAIRWAY RAILINGS MUST BE COVERED:** Any chipping of the stair treads will be repaired and assessed to the moving owner.
- **ELEVATORS:** The elevators are old. Special parts must be made at considerable cost to the Association. For this reason, no furniture, appliances or freight may be placed in the "passenger" elevators. Exception: Small items on a hand truck or shopping food cart may be moved with care by owner or lessee. Fines will be assessed. Warnings posted.

**MOVING TRUCKS AND STORAGE PODS:** *Please refer to Article 6, Section 6.6 (C) of the CC&R's.*

**MEETINGS:** The Board of Directors meetings are generally held once each quarter. Homeowners will be notified on the bulletin board of the location of the meetings and times.

All residents are welcome to attend the meetings. When the business portion of a meeting (i.e., Meeting Minutes, Financial Report, etc.) is over, there will be an open forum. If a resident has specific input for the Board that they wish discussed at the meeting, they should request in writing, at least eight (8) days before a meeting, that the subject be placed on the agenda. The request should be forwarded to The Prescott Companies. No meeting shall last more than one hour.

The Annual Meeting of all homeowners is held in April of each year. It is at this meeting that new Board Members are elected for the ensuing year. Volunteers are always welcome for Board and committee positions.

If the meeting involves a ballot vote from the Homeowners and they cannot attend the meeting, the Homeowners are asked to return the ballot to the Board to ensure that at least there is a quorum for the conduct of business.

## ASSESSMENTS

**Assessment Due Date:** Regular assessments are payable monthly in twelve (12) equal installments. Each installment is due on the 1st day of each month and delinquent if not paid by the 15th of the month. Payment of assessments is required even if you do not receive coupons or a billing statement. Special assessments shall be due and payable on the due date specified by the Board in the notice imposing the assessment. All payments are to be made by Check or Money Order (NO CASH PAYMENTS) payable to (OCA) Oceana Condominium Owners Association. Payments can be mailed with your coupon to the address on the coupon, mailed directly to The Prescott Companies, 5950 La Place Court, Suite 200, Carlsbad, CA 92008. **Please refer to Article 5 of the CC&Rs for information on late charges, enforcement rights, Attorney's fees, etc.**

**We suggest you keep this information in a place in your home where you may make ready reference to it.**

# OCEANA OWNERS CONDOMINIUM ASSOCIATION RULES AND REGULATIONS

(Revised February, 2014)

## A. PLUMBING

**A-1 DRAIN STOPPAGE:** Internal drain and toilet stoppage is the responsibility of the Owner/Resident. If the stoppage is determined to be in the common area lines, the Association Plumber will resolve the common drain problem. The Owner may use a plumber of their choice or the Association's Plumber of Choice for internal plumbing problems. Cost to be determined on location of stoppage.

For Plumbing issues: Mednick's Plumbing, Inc. (760) 630-4247  
For Drain stoppage issues: Pacific Drain (760) 436-8600

**A-2 EVIDENCE OF WATER LEAKS:** If you have any signs of leaks, i.e., leaking faucets, damp carpet in common wall areas or closets, discoloring of walls or ceilings, etc., contact a plumber immediately.

## B. FOOD WASTE DISPOSAL-GARBAGE DISPOSALS

Because of plumbing issues, please refrain from using garbage disposals. Place strainers in your sinks to keep food out of the drain. If your unit currently has a garbage disposal, flush it out on a regular basis.

Do not put grease and fat drippings down the drain. Pour drippings into a can and place it in your freezer or cabinet. When full, WRAP IT AND ALL OTHER GARBAGE AND PLACE into your tightly sealed trash can.

## C. HEARING PROCEDURE AND FINES

Notice and hearing procedures will be used whenever the Board meets to consider an alleged violation which could result in disciplinary action against a Resident. **Please refer to the CC&Rs, Article 5 "COVENANT FOR MAINTENANCE ASSESSMENTS TO ASSOCIATION" for detailed information.**

## D. FINE SCHEDULE

**D-1** Violation of the Association's governing documents may result in a warning letter, fine, suspension of privileges and/or continuing fines as the Board may determine to be appropriate to the situation and as provided for in the fine schedule below. In addition to fines, the Board may file a lawsuit seeking judicial relief. The imposition of penalties and suspension of privileges will be subject to notice and hearing procedures.

- a) 1st violation, warning or fine up to \$100
- b) 2nd violation, same offense: \$up to \$300
- c) 3rd violation, same offense: \$up to \$500
- d) Additional violations, same offense: up to \$500
- e) Safety violations may receive a warning or a fine up to \$1,000 depending on the violation
- f) Continuing violations: fines up to \$50 per day may accrue until the violation is cured.

## E. ALTERATIONS TO THE COMMON AREA

**E-1** No person shall alter the landscape.

**E-2** Residents are responsible for the payment of all costs of repairs for damage to any part of the common area caused by negligence or deliberate vandalism by themselves, members of their family, their guests or tenants. This includes destruction of grass areas and/or trees and bushes caused by the urination of pets.

## F. TRASH DISPOSAL

**F-1 TRASH CONTAINERS:** Each Unit is responsible for the maintenance and upkeep of their trash containers. No more than (2) containers are racks or lost lids, it is the Owner's responsibility to obtain a replacement container from Waste Management Company. Tuesday is trash pickup day. Place your containers in a straight line, one-foot apart the east side of the driveway parking area for pick up. If you don't put your container out, it will not be picked up. **Please refer to the Waste Management insert (Appendix C) for information on what is recyclable and other programs supported by Waste Management.**

**F-2** Residents are responsible for picking up their own trash spilled in the common area and disposing of it in the proper trash containers or receptacles.

**F-3** All homeowners must comply with the City and Association's recycling requirements by placing items in appropriate receptacles.

## G. NOISE CONTROL

**G-1** The volume of sound emitted from a television, stereo, musical instruments, telephones, arguments, patio party conversation and other noise sources, including barking dogs and car horns can be bothersome to your neighbors. Noise volume **MUST** be kept at a reasonable level. The Board or Management Company will not police these complaints. Respect each others right to quiet enjoyment.

## H. POOL REGULATIONS

**H-1** Only residents of Oceana and their guests are permitted to use the pool and spa. Since pool rules involve the health and safety of residents, owners and tenants who violate the rules may have their privileges to use the pool suspended for any violation.

**H-2** Only one (1) key for the pool area will be furnished for each household. Replacement keys will cost \$10. To ensure the use of the recreational facility by authorized persons only, residents are authorized to request persons unknown to them to produce a key as evidence that they are permitted in the pool area.

**H-3** Place a beach towel on patio furniture before sunning. Suntan oil deteriorates the mesh fabric.

**H-4** Misuse of the pool and facilities can be expensive. Any misuse of equipment causing breakage or malfunction will be at the responsible party's expense.

## I. ANIMAL REGULATIONS

**I-1** Domestic pets must be 20 lbs. or less

**I-2** Outside the residence, all canines and felines **MUST BE ON A LEASH AT ALL TIMES AND UNDER THE CONTROL OF THE PET OWNER** (San Diego County Ordinance).

**I-3** Pets are not permitted on the interior common area, clubhouse, pool, spa, walkway, turf or landscape areas.

**I-4** Pet owners must carry "litter bags" and "pooper scoopers" with them when they walk their animals through common areas off the property to do their "business". Do not allow your pet to urinate on the lawn or shrub areas in the lower garden area.

**I-5** Pet owners will be responsible for any damage to the common areas caused by the pet. Furthermore, they will be responsible and personally liable for any injury caused by the pet.

**I-6** The Board may take legal action against any owner who permits the pet to continue making an excessive or unreasonable disturbance.

**I-7** Residents who are disturbed by an animal are urged to first contact the owner for relief, and if unsuccessful, write or call The Prescott companies..

**I-8** Pets are permitted to be on balconies, patios or any other exclusive use common areas while owners are present and in control.

## J. VEHICLES AND PARKING

Each Unit is assigned one (1) carport space. The space is designated by the Unit Number marked on the storage door for that Unit. No commercial vehicles are permitted.

**J-1 MOTORCYCLES AND RECREATIONAL VEHICLES, ETC.:** No motorcycles or scooters of any kind are permitted to be ridden or stored in/on the Project. Bicycles must be stored in the bicycle rack provided by the Association.

**J-2 SPEED LIMIT IN PARKING AREAS:** The Oceana Condominium carport areas have a 5 mph speed limit.

**J-3 SECURITY ENTRY/EXIT GATES:** Oceana Condominiums has an electric motorized gate opener at both Vista Rey and Vista Bella buildings. All vehicles entering or exiting the Project must wait until the gate has completely opened before entering or exiting. Vehicles entering the Project have the Right of Way at ALL TIMES. Vehicles exiting the Project must remain to the right side of the driveway until the gate is full opened and the arrival of any possible entering traffic. NO vehicles are permitted to park by the entry gate or along side the Clubhouse for any reason. Parking is permitted in the designated Loading Area Only. Blocking the drive will result in a warning and chronic offenders will be fined. Pedestrians are urged to exit the Project via the Lobby door.

### CARPORTS:

**J-4 PARKING:** All vehicles must be pulled into their parking space. No vehicle is permitted to be backed into the space as this will result in damage to storage cabinets and walls.

**J-5 FLOOR SURFACE:** All spaces in the carport **MUST** be swept clean **AT ALL TIMES**. A car that is leaking fluids must be repaired immediately and any stains cleaned up.

## **J-6 VISITOR PARKING RULES**

### **IF AN OWNER PARKS IN A "VISITOR" PARKING SPACE, YOUR VEHICLE IS SUBJECT TO A FINE.**

Each owner will be provided (1) visitor parking pass to use for visitor parking by visitors, **not residents**. All guests who park a vehicle in the Visitor Parking Spaces within the Association during the times of **9 p.m. to 8 a.m. MUST** display a parking permit issued by the Association to that resident. Visitor permits must be prominently displayed either on the rear view mirror or front dashboard. Each visitor parking tag is tracked to the owner's address.

Residents may request one or more temporary guest passes for occasions where a resident may entertain one or more guests with vehicles. Residents must contact the Association to obtain these temporary passes. These temporary guest passes will be colored differently and will expire on the date and time noted on the temporary pass. **Guest vehicles parked without the expiration date clearly visible are subject to further enforcement.**

If lost, a replacement visitor permit can be purchased from the Association for a replacement fee of \$40. **Replacement permits will be tracked.** Use of replacement visitor permits in an attempt to permit multiple vehicles parking in Visitor Parking is a violation and will subject the vehicle to a fine of \$50.

Visitor permits may not be transferred to or used by residences other than those to whom the permit was issued

## **J-7 PERMIT PARKING SPACE RENTALS**

"Permit Parking" spaces may be rented for \$25 per month. Rental fees of \$25 per month are due on the first of each month and late on the 16th. A late fee of \$25 will automatically be charged to the account on the 16th if payment is not received.

A special "Permit Parking" tag must be displayed on any vehicle parking in a Permit Parking Space. **Permit parking tags must be prominently displayed by hanging it from the vehicle's rear view mirror.** Each tag is tracked to the owner's address.

Only **one** additional Permit Parking space per Unit may be granted. The Permit Parking Space cannot be sublet or assigned.

## **J-8 FINES**

### **ANY VEHICLE PARKED IN A VISITOR OR PERMIT PARKING SPACE WITHOUT A PROPER PERMIT WILL BE FINED \$50.**

Any vehicle parked in another owner's parking space will be fined.

All vehicles parking in any parking space on the property **MUST** be properly registered and in running order. Vehicles not properly registered or in running condition may be subject to towing at the owner's expense.

## **J-9 STORAGE COMPARTMENTS**

All Units have a storage compartment located in front of their assigned parking spaces. These storage areas must remain closed at all times and the parking spaces may not be used for storage of appliances, furniture, large objects. If you require space for grocery carts, dollies, ladders, brooms, etc., you may add on to your storage area. Plans must be submitted to the Board for approval before starting this project. **Please see Appendix B.**

**J-10** Recreational vehicles must be able to fit in a parking space. Larger vehicles may not be left unattended.

**J-11** Vehicle repairs, oil changes and engine overhauls shall not be done in the common areas. Carports must be kept free of all oil and grease residue.

**J-12** Vehicles may be bucket washed only.

**J-13** Carports shall not be used for storage of any flammable materials. Carports must be used primarily for a vehicle.

**J-14** Carports may not be used for manufacturing or business of any kind.

## **K. SIGN REGULATIONS**

**K-1** No signs shall be displayed without written approval of the Board of Directors.

**K-2** Holiday decorations must be removed in a timely manner when the holiday is over.

## L. ARCHITECTURAL CONTROL

**L-1** With interior changes of a structural nature, there is a danger to the building's structural integrity and a fire danger approval. Such improvements should not be undertaken without consulting with the City.

**L-2** The Association shall provide all maintenance of the common areas. Exterior maintenance of the Units shall be provided as specified in the CC&R's, on a scheduled basis, and within the constraints of available funds.

**L-3** No alterations or additions to the exterior of any Unit may be made unless requested by the owner and approved in writing by the Board of Directors. This includes but is not limited to planting of trees and shrubs, erection of antennas or satellite dishes of any kind, patios and patio covers, awnings and sunshades, walls, fences and painting. Building Permits required by the City or County must be obtained by the Owner before any work commences.

**L-4** Requests for improvements must be submitted in duplicate to the Board along with a set of plans or sketches showing the specifics of the work proposed. The committee shall retain one copy of the plans or sketch for their files.  
**Please see Appendix B.**

**L-5** No exterior clotheslines may be erected; there shall be no drying or airing of clothes, bedding or other items of like nature on the fences, walls, patios, balconies or windows. This includes drying of bathing suits and towels.

**L-6** Black or white metal screen doors may be professionally installed. Residents wishing to attach additional fencing to existing balcony railings must go through the Architectural Request process. **See Appendix B.**

## M. INSURANCE

**M-1** Owners and Renters should carry insurance at their own expense for real and personal property damage, or loss for Unit improvements and contents, and premises liability for bodily injury and property damage. In addition, Owners should carry insurance for loss of use of the Unit and coverage for any loss assessments which might be levied in the event of an earthquake or other unexpected event.

The Master Insurance Policy for the structures and common areas of the Association are renewed each year. There is a \$1,000 deductible for each occurrence. Walls and floor covering are excluded from the policy. You should remind your agent that you want a REAL PROPERTY rider on the policy to cover the initial deductible on the master policy.

## N. RENTAL REGULATIONS

**N-1** All Owners must submit an occupant registration form to the The Prescott Companies as soon as the Unit is rented.

**Please see Appendix A.**

**N-2** Owners are reminded to clean up common areas when a resident moves in or out.

**N-3** All Owners must provide tenants with a copy of these Rules and Regulations as a minimum. Homeowners, as a matter of protection, should require all tenants to read the CC&R's and acknowledge having read them on the lease agreement.

**N-4** All leases must contain the following language: "THIS LEASE IS SUBJECT IN ALL RESPECTS TO THE PROVISIONS OF THE GOVERNING DOCUMENTS OF OCEANA CONDOMINIUM OWNERS ASSOCIATION, AND ANY AMENDMENTS TO THOSE DOCUMENTS. THE FAILURE OF LESSEE TO COMPLY WITH THE TERMS OF THE AFOREMENTIONED DOCUMENTS SHALL BE CONSIDERED A DEFAULT UNDER THIS LEASE."

**N-5** Within fourteen (14) days after entering into the lease of a Unit, the Owner shall provide the Board with the name, telephone number and address of the lessee, the name, address and phone number of the Owner, and such other information as the Board may reasonably require. **Please see Article 8 of the CC&Rs for further details on rent ceilings, etc.**

## O. PATIO AND BALCONY EXCLUSIVE USE AREAS

**O-1** Each owner shall have the right to place conventional patio furniture and potted plants upon the balcony or patio exclusive use area, if any.

**O-2** No more than (5) live plants will be permitted in or on the patios, balconies or walkways at one time and must have a waterproof watering tray beneath them (and raised off the ground) to protect the patio surface. Owners who damage the common area due to plant moisture or watering will be charged for the cost of repairs.



**O-3** Indoor/outdoor carpet or tile on exterior balcony surfaces may not be glued down. All area carpeting must be rolled up during rains.

**O-4** Patios/Balconies and Walkways **MUST** be kept clean and not used for storage. These areas may not be enclosed to become part of the Unit as another room or enlarging a room to change the appearance of the overall façade.

**O-5** No gas or charcoal BBQ's allowed on private balconies or walkways. Only electric BBQ's are allowed. Gas BBQ's in the pool area are for resident's use. Please clean up the BBQs after each use.

**P. OTHER REGULATIONS**

**P-1 INDIVIDUAL GARAGE SALES ARE STRICTLY PROHIBITED IN THE COMPLEX.** An Oceana Real Garage Sale for all units will be held in the Vista Rey Clubhouse once a year, weather permitting

**P-2** Exterior shades **MUST** be secured, conform with the Buildings exterior color and be in good condition.

**P-3** No artificial or potted plants are allowed in the garden areas on the lower level.

**P-4 WORKING HOURS FOR UNIT REPAIRS:** Any type of remodeling which results in noise cannot begin before 8 am and must stop before 6 pm weekdays. Work on Saturdays may not begin before 9 am and must stop by 5 pm. **NO SUNDAY WORK IS PERMITTED.**

**P-5 EXTERIOR FEEDING OF WILDLIFE OR PETS IS STRICTLY PROHIBITED.**

**DISCLAIMERS**

***SECURITY:*** *The gate provides some deterrence to crime. However, Oceana Real can never be completely safe and secure. The Association is not responsible for a resident's safety, security, loss or harm. Residents must provide for their own security by taking common sense precautions.*

# APPENDIX A

## OCEANA CONDOMINIUM ASSOCIATION

### OWNER / TENANT REGISTRATION

*This information will be kept CONFIDENTIAL!*

**ALL OWNERS: Please MAIL form to The Prescott Companies, 5950 La Place Court, Suite 200, Carlsbad, CA 92008  
(760) 634-4700 or (800) 404-0141**

**OWNER INFORMATION - Name(s) of Owner(s) of Record**

Owner #1 \_\_\_\_\_ Owner #2 \_\_\_\_\_

Property Address: \_\_\_\_\_, Carlsbad, CA 92054

Off-site Address of Owner (if applicable): \_\_\_\_\_

**TELEPHONE NUMBERS OF OWNER(S)**

Owner #1 Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ E-MAIL Address \_\_\_\_\_

Owner #2 Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ E-MAIL Address \_\_\_\_\_

**OWNER (Only 1) DESIGNATED TO DEAL WITH ASSOCIATION ISSUES**

Owner Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

**TENANT INFORMATION (Required in case of Emergency)**

Tenant Name \_\_\_\_\_ Telephone Number \_\_\_\_\_ Alternate Telephone Number \_\_\_\_\_

Tenant Name \_\_\_\_\_ Telephone Number \_\_\_\_\_ Alternate Telephone Number \_\_\_\_\_

**VEHICLES MAKE / COLOR**

**LICENSE NUMBER**

Vehicle No. 1 \_\_\_\_\_

Vehicle No. 2 \_\_\_\_\_

**If Unit is Managed by AGENT of Owner**

Agent Name \_\_\_\_\_ Company \_\_\_\_\_ Telephone \_\_\_\_\_

Mailing Address of Agent \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Name \_\_\_\_\_ Phone Number \_\_\_\_\_

\_\_\_\_\_  \_\_\_\_\_  
Owner #1 Signature Date Owner #2 Signature Date

# APPENDIX B

## OCEANA CONDOMINIUM ASSOCIATION ARCHITECTURAL REVIEW APPLICATION

Please complete the following application and submit it to Management for processing. In addition to completing the following application, submit completed plans and specifications showing the nature, kind, shape, height and materials (including color) proposed.

1. **A drawing or site plan** will be needed to identify lighting, landscaping, grading, new patios or any construction within the private area of a unit.
2. **Elevations** will be required to identify any alteration to the exterior portion of the building, i.e., patio covers, fences, window awnings, additions, etc.
3. **All drawings must be drawn to scale** along with **calling out all of the materials to be used, color, and size of the materials proposed.** Identify the structural design and connection to the building.
4. Approval may be conditioned in part upon receipt of an executed **Maintenance Indemnification Agreement** (provided by Management) when improvement affects adjacent portions of the structure that are the responsibility of the Association (i.e. Skylights, Windows.)
5. **SATELLITE DISH REQUIREMENTS:** Satellite dish may **NOT** be affixed to building or railing. Dish must be placed on a post within a concrete encasement (bucket or bin) that sits on West facing balcony. Dish can be pointed South for proper reception.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

---

*Please provide a general description of work to be performed (including nature of work, shape, dimensions, materials, color, locations, etc., enclose a drawing, photograph, or brochure). Submit sketches on a separate page, showing location and design of the item requested.*

Description of Request: \_\_\_\_\_

Is a Building Permit required? If yes, a copy of the permit must be submitted if approved.

Will normal drainage be altered? \_\_\_\_\_

List materials to be used: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

---

### APPROVAL/DENIAL

[  ] Approved

[  ] Disapproved

[  ] Approved subject to minor revisions

[  ] Following additional information required:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Date

*For Board Use Only:*

*Date Received by Management:* \_\_\_\_\_

*Date Response Due by BOD:* \_\_\_\_\_

# APPENDIX C

## Where Does it Go?

### Recycle

You can now place it in one cart!

- Plastic containers ♻️
- Water bottles/juice bottles/milk jugs
- Aluminum/tin cans
- Cardboard/12-pack soda boxes
- Junk mail/magazines/phone books
- Glass bottles/jars
- Newspapers/mserts/magazines
- Office papers
- Cardboard egg cartons
- Empty aerosol cans
- Pie tins
- Computer/white paper
- Coupons
- Brown paper bags
- Cereal boxes (lining removed)
- Tissue boxes
- Clean pizza boxes
- Laundry detergent boxes/bottles



### Reuse

Recycling saves resources



Recycle plastic bags at your local grocery store

### Green Waste

- Lawn clippings
- Leaves and weeds
- Tree branches and shrubs
- Garden trimmings
- Sawdust
- Wood (untreated, not painted)

\* Please keep free of trash



### Compost

Greens become compost  
Free compost for Oceanside residents at El Corazon compost facility

### Trash

- Waxed paper
- Food wrapping
- Ceramic dishware and pots
- Floor sweepings
- Candy wrappers
- Paper towels and tissues
- Broken glass and mirrors
- Styrofoam packing peanuts and foam
- Food waste\*
- Dirty or food-soiled paper\*

\* These materials are compostable.



### Landfill

Trash goes into landfills

Save this insert for future reference.

## Community Recycling Programs

Participate in the following recycling and diversion programs to reduce your trash and recycling collections, and help our city achieve its zero waste goals!

**NEW!**



**Curbside Cell Phone and Household Battery Collection** – This new program is being introduced with the transition to the automated cart collection. Residents may place unwanted cell phones and used household batteries in a clear plastic storage bag and place them on top of their recycle cart for collection. For added safety, remove any personal data from your phone before collection. Used batteries accepted for collection are AA, AAA, C, D, 9-volt, Alkaline, Rechargeable, Lithium and coin cells, and small button-size.

**NEW!**



**Electronic Waste (E-Waste) Collection and Drop-off** – Residents have two ways to recycle electronic items such as televisions, computers, printers and fax machines. Waste Management will retrieve up to five e-waste items three times annually at curbside. To schedule an e-waste pick up, please contact Waste Management at 866-WM RECYCLE or 760-439-2824 at least 24 hours in advance of your collection day. E-Waste may also be dropped off at Waste Management's buyback center, Tuesday through Saturday, 8 a.m. to 4 p.m. at no charge. Proof of Oceanside residency is required.

**NEW!**



**Sharps Drop-off and Mail Back** – There are several safe disposal options for individuals who require medication at home that are administered through needles, lancets or syringes. Residents can continue to utilize the free drop off container at the Waste Management Buyback Center located at 2880 Industry Street, Tuesday through Friday, 8 a.m. to 4 p.m. To ensure safe disposal residents are required to place their items in a red biohazard container with a sealed top or in a see-through container like a water bottle or milk jug with the top taped. Additional Sharps kiosks will be available at the City's two senior centers beginning in Spring 2012 for the safe drop-off of these items. Waste Management also provides a Sharps mail back program for convenient disposal from home. Please visit <http://medwaste.wm.com/> for more information or to place an order for a mail back container.



**Bulky Item Collection** – For items that are too large to fit into trash carts, Waste Management will retrieve up to five large items such as furniture or appliances three times annually. Advance notice is required. To schedule a bulky item pick up, contact Waste Management at 866-WM RECYCLE or 760-439-2824 at least 24 hours in advance of your regular collection day. Twice annual bulky item citywide cleanups occur in the spring and fall, and residents can place items out at no charge during those weeks. Cleanup weeks are posted on the Waste Management and City's websites.



**Household Hazardous Waste Drop-off** – For safe disposal of items such as paints, household and yard chemicals, car batteries, fluorescent tubes, thermostats, and other hazardous and toxic material, a free drop-off is available every other Saturday, by appointment only. Residents may bring 15 gallons or 125 pounds of material for drop off at one time. To schedule an appointment, contact Waste Management at 866-WM RECYCLE or 760-439-2824. NOTE: Oceanside residents can bring used motor oil, antifreeze and oil filters to the recycling center Tuesday through Friday, 8 a.m. to 4 p.m., without an appointment. Proof of Oceanside residency is required.



**Holiday Tree Collection** – Holiday trees are collected curbside for the first two weeks following Christmas on your regular collection day. Trees taller than six feet must be cut in half. Please remove all decorations including tinsel, lights, ornaments and tree stands. Place the tree at the curb. Flocked trees cannot be recycled, so they will be collected by your trash collector on your regular collection day.



**Buyback Center** – Located at 2880 Industry St., the buyback center is open Tuesday through Friday, between 8 a.m. and 4 p.m. Residents can bring CRV aluminum cans, plastic and glass bottles, newspaper, mixed paper and cardboard to recycle. Also accepted are used household batteries, used motor oil, antifreeze and oil filters. Proof of Oceanside residency is required for the drop-off of used motor oil, filters and antifreeze.



Save this insert for future reference.

# APPENDIX D

## MAINTENANCE MATRIX

The following is a listing of the items within the Project for which Owners and the Association are responsible for the routine maintenance, repair and replacement duty, in accordance with the Declaration and may not apply to situations where damage is caused by the negligence or wilful misconduct of any party.

This Matrix is provided for convenience as to the general determination of responsibility for the maintenance, repair and replacement of various components of the Project. The physical boundaries of the various components of the Project, such as the Unit, Common Area, and Exclusive Use Common Area, as defined under the applicable Condominium Plans, are not determinative of the responsibility for routine maintenance, repair and replacement.

In certain situations, the Association's insurance coverage may provide for the repair/replacement of components that are designated as the Owners' maintenance responsibility under the Declaration, including this Matrix. These circumstances shall not be deemed to be, or construed as, modifying the routine maintenance, repair and replacement duties set forth herein.

COMPONENT(S)	OWNER	ASSN.
Air Conditioning	X	
Appliances - Built In - Units	X	
Appliances - Freestanding	X	
Attic/Crawl Space (except for personal contents and Utilities serving one Unit)		X
Balcony Cleaning and Maintenance and interior surfaces	X	
Balcony Railings		X
Balcony Painting		X
Carpeting - In Units	X	
Carport - Asphalt/Concrete Surfaces (except oil spills and debris)		X
Carport - Cleaning of oil spills and debris	X	
Carport - Storage Closets (except where modified by Owners with approval)		X
Carport - Storage Closets - modified by Owners (with approval)	X	
Carport - Structure (except Storage Closets modified by Owners with approval)		X

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COMPONENT(S)	OWNER	ASSN.
Caulking - Exterior		X
Caulking - Interior	X	
Ceilings - interior surface of Unit	X	
Clubhouse		X
Common Area and Common Area Facilities		X
Driveway		X
Doorbell - Exterior Components/Button Switch	X	
Doorbell - Interior Components; Wiring	X	
Doors - Entry - Frame and Door	X	
Doors - Entry - Locks and Hardware	X	
Doors - Entry - Painting - Exterior Surface		X
Doors - Entry - Painting - Interior Surface	X	
Doors - Entry - Weatherstripping/Waterproofing	X	
Doors - Interior	X	
Drainage Systems (e.g., ditches, catch basins)		X
Drains - Bathtubs, Showers, Sinks	X	
Drains - Curb		X
Drains - Balcony and Patio	X	
Driveways		X
Dryer Vents - Cleaning	X	
Dryer Vents - Repair	X	
Drywall - Damage Repairs (e.g., cracks, inside minor localized water damage, dents, holes, etc.)	X	
Drywall - Interior - Replace	X	
Electrical Panel/Circuit Breakers - Unit	X	
Electrical Switches, Sockets, Wall Plates - Unit	X	
Entry Gate and Systems		X

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COMPONENT(S)	OWNER	ASSN.
Exhaust Fans - Units	X	
Exterior Building Surface		X
Exterior Faucets, Handles, Washers except those on Patio/Balcony		X
Exterior Faucets, Handles, Washers - Patio and Balcony	X	
Fences - Common Area		X
Floor	X	
Floor Covering (i.e., carpet, tile, vinyl, wood, etc.)	X	
Foundation		X
Front Entry Landings		X
Furnace - Unit Systems	X	
Garports (except oil stains)		X
Garage (except exterior surfaces)	X	
Garage - exterior surfaces		X
Garage Door - Replacement	X	
Garage Door - Routine exterior painting		X
Garbage Disposal	X	
Gas Lines - Common Area or those serving more than one Unit wherever located		X
Gas Lines - Solely serving one Unit and located within the outside perimeter of the exterior bearing walls of the Unit, within or underneath the floor/slab of the Unit, above the ceiling of the Unit, and within the non-bearing separation walls within the Unit	X	
Glass - Unit Windows/Doors, including frame and tracks	X	
Gutters and Downspouts		X
Insulation - Unit	X	
Iron Fences		X
Landscaping - Common Area, Greenbelt		X
Lighting Fixtures (Common Areas excluding Exclusive Use Common Areas and those controlled by Owners)		X

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COMPONENT(S)	OWNER	ASSN.
Lighting Fixtures - Inside Units	X	
Lighting Fixtures - Outside - Front (Homeowner controlled - except the ones on the exterior of the Condominium Building on the ground floor)	X	
Lighting Fixtures - Outside on exterior of Condominium Building on ground floor - Owner pays for electricity		X
Lobby		X
Mailbox - Lock	X	
Mailbox - Structures		X
Maintenance Shed		X
Monument Sign		X
Painting - Common Area Facilities and Exterior of Condominium Buildings		X
Painting - Interior of Unit	X	
Parking Spaces		X
Patio (interior)	X	
Plumbing Fixtures - Interior (toilets, tubs, sinks, faucets, etc.)	X	
Plumbing Lines - Common Area or those serving more than one Unit wherever located		X
Plumbing Lines - Solely serving one Unit and located within the outside perimeter of the exterior bearing walls of the Unit, within or underneath the floor/slab of the Unit, above the ceiling of the Unit, and within the non-bearing separation walls within the Unit	X	
Pool, Spa and related Equipment		X
Pressure Regulators - Common Area		X
Pressure Regulators - Unit	X	
Restrooms - Common Area		X
Roof Shingles/Tiles		X
Roof Underlayment		X
Roof Vents		X



# APPENDIX D

COMPONENT(S)	OWNER	ASSN.
Sewer Lines - Common Area or those serving more than one Unit wherever located		X
Sewer Lines - Solely serving one Unit and located within the outside perimeter of the exterior bearing walls of the Unit, within or underneath the floor/slab of the Unit, above the ceiling of the Unit, and within the non-bearing separation walls within the Unit	X	
Sidewalks - Common Areas		X
Skylights	X	
Slab		X
Sliding Patio/Balcony Door Flashing/Waterproofing	X	
Sliding Patio/Balcony Door Frames and Tracks	X	
Sliding Patio/Balcony Door Hardware	X	
Sliding Patio/Balcony Doors/Screens	X	
Spraying for Household Pests (ants, fleas, etc.) in the interior of the Unit	X	
Spraying for Landscaping Pests (ants, fleas, etc.) on the exterior of the Unit		X
Stucco Painting/Coloring		X
Stucco Repair and Replacement		X
Termites - Structural		X
Trim - Wood - Exterior - Maintenance and Replacement		X
Trim - Wood - Exterior - Painting		X
Walls - Bearing, Studs, Frames, Tiedowns, Other Structural Items		X
Walls - Non-bearing in Unit	X	
Wallpaper/Paneling	X	
Water Heater - Common Area		X
Water Heater - Unit	X	
Windows and Screens	X	
Window Flashing, Frames, and Hardware	X	

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COMPONENT(S)	OWNER	ASSN.
Wiring - Electrical - Common Area or those serving more than one Unit wherever located		X
Wiring - Electrical - Solely serving one Unit and located within the outside perimeter of the exterior bearing walls of the Unit, within or underneath the floor/slab of the Unit, above the ceiling of the Unit, and within the non-bearing separation walls within the Unit	X	
Wiring - Telephone, Cable TV, Satellite, etc. for Unit	X	

**THE PRESCOTT COMPANIES**  
**5950 La Place Court, Suite 200**  
**Carlsbad, CA 92008**

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# APPENDIX E

## ADDENDUMS TO THE 2014 OCEANA REAL CONDOMINIUM ASSOCIATION RULES & REGULATIONS DOCUMENT

(January, 2019)

### **ADDENDUM TO SECTION J - VEHICLES & PARKING; SUBSECTION J-6 - VISITOR PARKING RULES:**

Owners / Renters should NEVER park in a VISITOR SPACE unless directed to by the HOA because of construction, etc.

ALL overnight guests with vehicles parked in a VISITOR SPACE must visibly display the Owners / Renters visitor tag in their car

If a guest with a vehicle will be staying with an Owner / Renter for 2 weeks or longer, Owners / Renters are REQUIRED to get permission from the HOA Board. The Owner / Renter will be assigned a parking space for their visitors car, Owner's / Renters will be charged \$50 for two weeks and \$100 for one month for the extra space.

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