

# **HOMEOWNERS AND RESIDENTS GUIDE**

**Oaks North Homeowners Association  
No. Two**

# Homeowners and Residents Guide

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## Welcome

Our homeowners association is officially known as **OAKS NORTH MANAGEMENT CORPORATION NO. TWO**. The management corporation was established to provide for the maintenance and protection of our common facilities as provided in the Declarations of Restrictions (CC&Rs) and the Bylaws. You received copies of these documents from your escrow company or your landlord. They may also be downloaded from our website [www.OaksNorth2.com](http://www.OaksNorth2.com).

Two documents govern our Association (HOA). The *2007 Amended and Restated Bylaws* describe the organization of the HOA, the Board of Directors, meetings, officers and records. This document is referenced as Bylaws.

The *2007 Amended and Restated Declaration of Restrictions* covers property rights, assessments for maintenance reserves, architectural control, use restrictions and insurance. This document is referenced as Restrictions or CC&Rs.

## Organization

Oaks North 2 is a part of the Oaks North Community Center master association. The Community Center provides many of the amenities we enjoy here. More information may be found below and at [www.OaksNorthCommunity.org](http://www.OaksNorthCommunity.org).

Oaks North 2, as all similar associations, operates under The Davis–Stirling Common Interest Development Act, the popular name of the portion of the California Civil Code beginning with section 4000, which governs condominium, cooperative, and planned development communities in California.

## ***Management Company***

Since October 1, 2010 the Board of Directors has contracted with Elite Management to perform management duties for the Association and maintenance of the common area facilities. Resident's requests for services must be made through Elite Management for tracking and financial purposes.

Elite Management  
11717 Bernardo Plaza Court, Suite 215  
San Diego, CA 92128  
858-485-0881  
FAX: 858-485-7844  
[www.elitemanagement.com](http://www.elitemanagement.com)

Requests for services made be made by calling the above phone or by email: [chris@elitemanagement.com](mailto:chris@elitemanagement.com).

Among their responsibilities are

Collection of Association dues  
Managing relations with subcontractors  
Financial management and reporting to the Board of  
Directors  
Handling residents' requests for property maintenance  
Managing golf cart storage units

## **Contractors**

### **Vitale Landscaping**

Landscaping services are provided by J. Vitale Landscaping and Maintenance.

Resident's requests for services must be made through Elite Management for tracking and financial purposes.

Vitale staff work in our area Monday through Friday. Plant and lawn irrigation currently occurs Monday, Wednesday and Friday mornings. This can change depending on weather conditions.

### **TWG Construction Services**

Building maintenance is handled by TWG Construction Services, Inc.

Resident's requests for services must be made through Elite Management for tracking and financial purposes.

### **Other Contractors**

The Board of Directors may retain other contractors for such activities as painting, stucco work, tree trimming and tree removal. Residents may not contract for such work. Residents will be given advanced notice of such work that might affect their building or common area.

### **Service Desk**

Elite Management records, tracks and presents to the Board all requests for service by residents.

## ***Community Center***

Sometimes referred to as our “master association”, the Oaks North Community Center was incorporated on March 20th, 1972. The Center maintains Oaks North Community Inc. social, recreational facilities and programs.

Our facility uses include fitness classes in the large auditorium and swim classes in the large pool.

The Center has a library, auditorium, billiards room, game rooms, meeting rooms, woodshop, ceramics and art rooms.

Oaks North proudly maintains tennis courts, a pickleball court, a fitness center and a lawn bowling green.

More information may be found at the Community Center website [www.oaksnorthcommunity.org](http://www.oaksnorthcommunity.org) and in the newsletter sent to all residents every other month.

## ***Website***

The website for Oaks North 2 is at [www.oaksnorth2.com](http://www.oaksnorth2.com). There you will find contact information, recent Newsletters, unit floor plans, maps, HOA documents and architectural forms.

## Finances and Assessments

### Hearings

In the case of violation of the Rules, the Board or its agents may undertake immediate corrective action and conduct a hearing as soon thereafter as reasonably possible, if either (1) requested by the offending owner within five days following the Association's actions, or (2) on its own initiative.

If the Board imposes discipline on a homeowner, the Board shall provide notification of the disciplinary action by either personal delivery or first-class mail to the homeowner within fifteen days following the action.

Discipline shall consist of requiring remediation of the violation and/or imposition of fines.

### Schedule of Fines

First Offense	\$ 100.00
Second Offense	\$ 150.00
Third and Subsequent Offenses (per offense)	\$ 100.00
Ongoing/unchanged violation (weekly)	\$ 50.00

Violation of the over 55 restriction will be assessed at \$ 50.00 per day after a hearing is completed.

## Board

The HOA Board consists of seven members elected for staggered two year terms (Bylaws Article 3). The current Board is:

		<b>Term Expires</b>
Don Loving	President, Landscape Chair	March 2019
Sherri de Charon	Vice President, Communications Chair	March 2020
Wes Shriver	Treasurer	March 2019
David Sones	Secretary & Special Projects Chair	March 2019
Danny Winn	Member	March 2020
Theresa Moore	Architectural Chair	March 2020
Beverly Wood	Building & Grounds Chair	March 2019

Monthly Board meetings are held at the Community Center at 6:00 PM on the second Wednesday of every month. Members are encouraged to attend. Members' comments will be heard promptly at 6:00 PM. (Bylaws Article 2)

The Board conducts a "walk around" the second Tuesday morning of each month. Accompanied by Elite Management staff and Vitale staff, its purpose is to look over the general condition of the Association property and to inspect specific issues such as work requests and Architecture Approval requests.

The Association's Annual Meeting is held in March of every year (Bylaws Section 2.2).



## Storage Units

Our Association owns 64 storage units available for rent by owners and tenants only. The Association's License Agreement governs the rent of the Storage Units.

1. Rental rate is \$ 33.33 per month or \$ 400.00 per year payable in advance.
2. Rent will be paid in advance for the calendar year. A pro rata refund will be made if the unit is vacated prior to the end of the year.
3. In the case that rent is not paid for a period of thirty days beyond its due date, the unit will be deemed vacant and will be emptied and rented to the next owner on the waiting list. The delinquent owner will be billed for the expense of emptying of the unit and disposal of its contents. The Association will not be liable for any loss of owner's property.
4. Rental agreement is available from Elite Management and payment is to be made through them. Invoices will be mailed thirty days before rent is due.
5. If no unit is immediately available, a waiting list is maintained and storage units will be assigned on a first-requested, first-served basis.
6. Storage units may be rented by owners or tenants for their personal property only. No commercial use of the storage units is allowed.

## Architecture Approvals

It is essential that the structural integrity of our building units be maintained. Safety, insurance and liability requirements call for strict attention to building code requirements.

In the case where such alterations have been made without meeting building code requirements and architectural approval, the owner must still meet these requirements even after the fact.

Alterations to the floor plan of a unit, removal of walls, or any portion thereof, may not be made within a unit without the prior written approval of the Board of Directors. (Restrictions Section 13.3.2). Alterations to plumbing or electrical wiring will also require architectural approval.

Such approval will require:

- Architectural Committee approval.

- Building Permit from the City of San Diego.

- Engineering plans with architect's or engineer's professional seal.

- Name of licensed contractor to perform the work.

- Contractor's proof of insurance.

### ***Architectural Approval Procedure***

Submit a completed *Application for Architectural Committee Approval*. Forms may be obtained at the Community Center office or at the Oaks North 2 website [www.oaksnorth2.com](http://www.oaksnorth2.com). Note that there may be additional pages for Oaks North 2 forms. Completed forms and materials should be submitted to the Community Center office.

Approval signatures of three immediate neighbors are required. This also informs them of impending work in their vicinity.

Complete plans and specifications showing the nature, kind, shape, color, size, height, materials to be used and location of any proposed improvements, alterations or landscaping, as well as the

proposed licensed contractor, shall be prepared by the requesting owner and submitted to the Committee.

The Architectural Committee shall review the submission and provide a written recommendation as to approval or disapproval of any such submission, including the reasons for any decision, to the Board and the requesting owner within thirty days of receipt of such submission.

The Board shall review such recommendation within thirty days of receipt of the Architectural Committee's written recommendation, if any, or within sixty days of receipt of the submission, whichever is earlier, and provide a written response to the requesting owner, including an explanation of the reasons for any disapproval.

In the event the Board fails to provide a written response to the requesting owner within sixty days of receipt of the request from the owner, the owner may notify the Board in writing that a response has not been received. If the Board fails to respond within thirty days of the receipt of the notice, approval will not be required and the related covenants shall be deemed to have been fully satisfied.

Once an owner has obtained approval for an architectural submittal, work on such approved submittal shall promptly commence and shall be completed within a reasonable time.

## **Building Permits**

Why get a building permit, even after the fact?

1. Architectural Approval requires it.
2. Safety requires it.
3. Insurance will not cover losses if permits are missing.
4. Pre-sale inspection could uncover missing permits.
5. Avoid fines for violations.

## City of San Diego Building Permits

A construction permit is needed for all construction. In many cases, a permit is needed for repair or replacement of existing fixtures, such as replacing windows. A plumbing, electrical or mechanical permit may be needed for any addition or changes to a building's existing systems; for example, moving or adding an electrical outlet requires a permit.

### No-Plan Permit

A no-plan permit is for work that does not need a plan to be reviewed by the City before construction. Using SimplePermits, you can request a plumbing and gas, electrical, or mechanical no-plan permit. Work covered by these permits includes water heater or furnace replacement, moving or adding a natural gas line, or adding or moving electric sockets.

√ **Required**      **X** **Not permitted**

Action	Arch. Comm. Approval Required?	San Diego City Permit Required?	Notes
Add a window	√	√	
Replace window	√	<b>No</b>	No modification to window frame. Outside color must complement wall. White not allowed.
Reflective windows or sliders	<b>X</b>		Not allowed.
Add gas line	√	√	
Build deck or patio	√	√	
Add a gate	√	<b>No</b>	
Open a wall	√	√	
Remove a wall	√	√	
Add a patio cover	√	√	
Add an interior electrical outlet	<b>No</b>	√	

<b>Action</b>	<b>Arch. Comm. Approval Required?</b>	<b>San Diego City Permit Required?</b>	<b>Notes</b>
Add or remove plant(s) in Common Area	√	<b>No</b>	
Add or remove plant(s) in Exclusive Use Common Area	<b>No</b>	<b>No</b>	
Add ceiling fan	<b>No</b>	<b>No</b>	If using existing electrical wiring.
Smoke and CO alarms	<b>No</b>	<b>No</b>	Required by Code and safety
Security alarm	<b>No</b>	<b>No</b>	If using existing electrical wiring.
Bathroom remodel	<b>No</b>	√	
Replace A/C components	<b>No</b>	<b>No</b>	
Replace furnace	<b>No</b>	√	
Replace water heater	<b>No</b>	√	
Replace clothes washer or dryer	<b>No</b>	<b>No</b>	
Replace dishwasher	<b>No</b>	<b>No</b>	
Replace garbage disposer	<b>No</b>	<b>No</b>	
Replace trash compactor	<b>No</b>	<b>No</b>	
Replace toilet	<b>No</b>	<b>No</b>	
Change security lighting	<b>X</b>		Not allowed.
Change patio lighting	<b>No</b>	<b>No</b>	
Add ceiling lighting	<b>No</b>	√	
Install satellite dish	√	<b>No</b>	
Add exhaust fan to garage	√	√	
Add trellis	√	<b>No</b>	
Replace front door	√	<b>No</b>	

<b>Action</b>	<b>Arch. Comm. Approval Required?</b>	<b>San Diego City Permit Required?</b>	<b>Notes</b>
Paint front door	√	<b>No</b>	
Replace/add screen door	√	<b>No</b>	
Replace/add security door	√	<b>No</b>	
Replace flooring	<b>No</b>	<b>No</b>	Consideration for noise abatement
Add decorative exterior shutters	<b>X</b>		Not allowed.
Add exterior window covering	<b>X</b>		Not allowed.
Fences or dog run	<b>X</b>		Not allowed.
Whole-house water filtration system	<b>No</b>	<b>Yes</b>	
Kitchen sink only water filtration system	<b>No</b>	<b>No</b>	

## References

<http://docs.sandiego.gov/municode/MuniCodeChapter12/Ch12Art09Division02.pdf>.

<https://www.sandiego.gov/development-services/homeownr/hometips>

<https://www.sandiego.gov/development-services/industry/simplepermits/permitsfaq>

## Notes

For further building permit information, check with San Diego Development Services Department, 1222 First Avenue, San Diego, CA 92101 Floor 3.

To report a building code violation, use the online form at <https://www.sandiego.gov/ced/report/investigation>. Or call 619-236-5500.

There is no statute of limitations on code violations. The owner is required to remove violation or obtain the proper building permit.

One may inspect building permits on a property on Floor 2 of San Diego Development Services Department, 1222 First Avenue, San Diego, CA 92101.

## **Hiring Contractors**

When you hire a licensed contractor to work on your home, that person and his crew should follow the same rules that our Association contractors follow. The workplace should be left every night as it was the first day. Tools and materials should be unloaded for the day and should not take up parking spaces and fire lanes. Materials and supplies should never be left in a parking space overnight. We live in a condo community and we should not inconvenience our neighbors. Owners should ensure that any liens by contractors for supplies or other purposes are released by the contractor.

## **Guidelines**

Replacement windows and sliding patio doors must have their outside color be ivory or similar color. White is not permitted. The replacement window configuration shall be identical to the original configuration.

Except for natural wood finishes, outside doors must be painted to match building colors.

No exterior window covering is permitted.

Only curtains, drapes, shutters or blinds may be installed as interior window covers. No window in any unit shall be covered with aluminum foil, papers, sheets, paint or similar material. (Restrictions Section 11.23)

## **Pets**

Owners or residents may keep reasonable numbers of aquarium fish, and up to two caged birds or other types of usual and ordinary domestic pet in the Units subject to the provisions of the Rules and Regulations; provided, however, that no owner or other occupant of a unit may keep pets which interfere with, or have a reasonable likelihood of interfering with, the rights of any owner or other occupant of a unit to the peaceful and quiet enjoyment of the Unit. In the event the Board determines that any pet or other animal creates an unreasonable annoyance or nuisance to any owner or other occupant of a unit, the keeping thereof shall be discontinued within a reasonable time after such determination. (Restrictions Section 11.21.1)

1. Owners or residents may not keep more than two dogs or cats. Licensed service animals are excepted with proof of necessity.
2. No pet may be kept in violation of California State or San Diego County law.
3. Dog houses and outdoor shelters are prohibited as are any pet enclosures or pet runs.
4. All pets must be properly licensed and have proof of current rabies tags.
5. Pets are not to be kept in garages.



## Property Leases

In order to maintain the Association's appearance and its quality of life, the following rules have been instituted.

2007 Amended and Restated Declaration of Restrictions Section 11.12 Leasing Units. Owners may not lease or rent a unit in violation of the following:

11.12.1 All leases and rental agreements must be in writing and provided to the Association.

11.12.2 All leases and rental agreements must be for the entire unit and not merely parts thereof, unless the owner remains in occupancy. A garage may not be leased or rented separate and apart from the unit to which it is appurtenant.

11.12.4 All leases and rental agreements shall be subject in all respects to the Governing Documents, and shall provide that failure to comply with the requirements of the Governing Documents shall constitute a default under the lease or rental agreement which may be cured by eviction of the tenant either by the owner or the Corporation. If the Corporation must evict the tenant, the Corporation may recover all its costs and expenses, including attorneys' fees from the owner whether or not the matter actually proceeds to court.

11.12.5 An owner who leases or rents their unit shall promptly notify the Corporation in writing of the names of all tenants and members of a tenant's family occupying such Unit, provide the make, model and license number of all residents' vehicles, a telephone number for the tenant, keep all information current, and provide any other information reasonably needed and requested by the Corporation.

11.12.6 All owners leasing or renting their unit shall promptly notify the Corporation of the address and telephone number where such owner can be reached.

11.12.7 Owners shall provide their tenants with copies of the Governing Documents, including the Rules and Regulations.

Owners shall be responsible for the costs of reproducing the Governing Documents.

## **Trash**

Rubbish, trash, and garbage may not be allowed to accumulate within the unit or Common Area. (Restrictions Section 11.22).

Household trash must be placed in the designated single trash container located in the trash room near each unit. Recyclable materials are to be placed in the blue recyclable bins there.

The individual black trash bins are the property and responsibility of the homeowner. The recyclable bins are shared.

Please break down cardboard boxes before placing them in the recycle bin. Small paper items, shredding refuse, leaves, garden clippings and newspapers should be placed in recyclable bags before being placed in bins.

Trash is picked up every Tuesday; recycling on first, third and fifth Tuesdays.

Bins are taken to the street very early and returned by the landscaping staff.

## Parking

No one may convert or use any garage for purposes other than parking of one vehicle and storage of reasonable amounts of household goods that do not interfere with the ability to park one vehicle or create a fire or safety hazard. (Restrictions Section 11.30)

No one may park any automobile or other motor vehicle in the Condominium Property except wholly within a garage or in a space designated for the owner (car port) by the Board or the Governing Documents. No junk or derelict vehicle or unregistered vehicle shall be kept upon any portion of the Condominium Property so as to be visible from the Common Area or another Unit. The Board, in its discretion, may adopt reasonable Rules and Regulations governing the operation, maintenance, storage and parking of any vehicle, including trucks, campers, trailers, boats or commercial vehicles in the Condominium Property, including the streets, garages, driveways, and Common Area. (Restrictions Section 11.31)

1. Owners of one vehicle must be able to park this vehicle in their garage or carport.
2. One additional vehicle may be parked in the Condominium Property adjacent to the owner's unit.
3. Carports must be kept clear and available for parking.
4. No vehicles are to be parked in front of garages or carports except for a short period to load and unload.
5. Additional vehicles must be parked on city streets and conform to City of San Diego parking regulations. There is a 72 hour limit to parking on a city street.
6. No camper, trailer, boat, commercial vehicle or truck larger than Class 1 or Class 2 may be parked in the Condominium Property except on a temporary basis while loading or unloading. Such vehicles should make every effort to not block owner's access to their vehicles in their garages or

parking area. If such access is blocked, a responsible person must be available to move the blocking vehicle if requested.

7. Residents must inform guests and service providers of parking rules.

Some units have had installed by our stucco contractor a key pad for a garage door opener.

This key pad is powered by a 9 volt battery which requires replacement from time to time. If your garage door opener key pad stops working, the battery probably requires replacement. It is located under a small plastic panel on the front of the unit.

Be sure to properly dispose of the old battery.

## **Insurance**

Oaks North 2 has and maintains fire and casualty insurance on all structures and improvements located in the Common Area. Note that this coverage is for the building structure only and does not cover owner improvements and contents.

Owners must obtain and maintain insurance to protect against any damage to, or loss of the owner's real or personal property, and the cost of repair or replacement of damaged items, including, but not limited to, any improvements made by an owner, any personal property, decorations, floor and wall coverings, appliances, cabinets, fixtures or other items therein. (Restrictions Section 13.14)

## **Homeowners Responsibilities**

Homeowners in Oaks North 2 have the following responsibilities, among others.

### **Documents**

Homeowners are required to promptly notify Elite Management of any change in ownership, owner's mailing address, telephone number or any other information pertinent to their ownership.

Notification of a change in ownership requires a copy of the grant deed, warranty deed or quitclaim deed.

### **Tenants**

Homeowners are required to notify Elite Management of any lease or rental. All leases and rental agreements must be in writing and submitted to Elite Management.

The homeowner must submit to Elite Management the names of all tenants and members of a tenant's family occupying the unit, provide the make, model and license number of all residents' vehicles, a telephone number for the tenant and keep all information current.

Tenants are required to complete an Age Verification Form and key fob issuance form at the Oaks North Community Center Office.

### **Common Areas**

Homeowners must respect the rules regarding the use of the common areas and their exclusive use common area.

### **Antennas**

No radio or television antenna, satellite dish or other equipment or apparatus for transmitting or receiving transmissions may be erected or displayed except a video or television antenna, including a satellite dish, as allowed by any applicable statute or law, with Board approval. The Board may impose reasonable restrictions on its approval. (Restrictions Section 11.20)

## **Cable Television**

Cable television service is provided to Oaks North 2 residents by Spectrum. The current monthly charge of \$49.86, part of the \$425.00 HOA monthly assessment, provides the following:

Starter and Standard TV channels

Digital HBO channels

Digital SHOWTIME channels

1 High Definition (HD) Set Top Box without DVR capability including one remote, OR

1 High Definition (HD) Set Top Box with DVR capability including monthly recurring DVR Service fee and one remote

It is recommended that homeowners go to a Time Warner Cable / Spectrum Customer Service center to pick up the equipment and install it themselves. For homeowners that are unable to install themselves, Time Warner Cable / Spectrum will schedule an appointment.

### **San Diego**

8949 Ware Court

San Diego, CA 92121

Open Monday - Saturday 9am-6pm

### **Clairemont**

3051 Clairemont Drive

San Diego, CA 92117

Open Weekdays 9am-6pm

Saturday 10am-2pm

### **Coronado**

1110 Orange Ave.

Coronado, CA 92118

Open Weekdays 9am-6pm

To have the equipment that is included in the bulk package installed at no charge contact the Time Warner Cable / Spectrum

bulk customer service department at 1-800-964-2783 to schedule an appointment.

Additional Time Warner Cable / Spectrum services – Internet, telephone, sports packages, entertainment packages – may be added by contacting TWC Bulk Customer Service department at 800-964-2783. Any services to which an owner subscribes outside of the bulk package will be billed to the individual homeowner by Time Warner Cable / Spectrum at regular retail rates.

Other television providers may be used including DirecTV and AT&T U-verse. The \$ 44.70 Time Warner Cable / Spectrum charge will still apply.

## **General Appearance**

All of us are interested in keeping Oaks North 2 an attractive place to live and to maintain our property values. Following these guidelines will further these goals.

No one may permit anything to obstruct the Common Area or store anything on the Common Area (Restrictions Section 11.13)

No signs may be erected or displayed on or from any unit except as allowed by sections 712, 713 and 1353.6 of the California Civil Code and the Rules and Regulations. No signs may be erected or displayed on the Common Area. (Restrictions Section 11.19)

No garage door shall be permitted to remain open except for a temporary purpose nor shall animals be kept stored, housed or allowed to remain in any garage. (Restrictions Section 11.24)

No one may engage in any illegal, noxious or offensive activity in any part of the Condominium Property, or do any act which unreasonably threatens the health, safety and welfare of other residents of the Condominium Property. (Restrictions Section 11.25)

No one may discharge or cause the emission of any dust, sweepings, dirt, cinders, odors, gases, mold spores, or other substances into the atmosphere other than those caused by normal residential use. (Restrictions Section 11.18)

No one may engage in any illegal, noxious or offensive activity in any part of the Condominium Property, or do any act which unreasonably threatens the health, safety and welfare of other residents of the Condominium Property. (Restrictions Section 11.25)

No vehicle overhaul, repair, or non-emergency main-tenance may be performed within the Condominium Property. (Restrictions Section 11.28)

No solicitors are “approved” within Oaks North 2, neither those that come to your door nor solicitations by mail, e.g. sewer line insurance.

Storage/moving pods are allowed to be stored in the community between 8:00 AM and 5: 00 PM. They may not be stored overnight or in the fire lanes at any time and must be removed the same day they arrive. Any pods left overnight or in a manner that blocks access, will be removed at the owners’ expense.

Sun Control Devices – Permanent awnings, trellises or other devices for sun control require architectural approval.

Please be considerate of your neighbors and do not display bright exterior lights at any time.

Bird feeders are discouraged since spilled seed attracts rats. Hummingbird feeders are acceptable.

Hand watering from faucets is discouraged since there is a 50% sewer charge for that water. Irrigation water has no such surcharge.

Outside contractors must not access utilities and irrigation components.

Residents must not disable outside security lighting.



## Owners and Tenants

The following is a listing of the items within the Condominium Property, the maintenance, repair and replacement duty for which owners and the Association are responsible in accordance with Section 12.2 of the Restated Declaration. This does not eliminate the owner's responsibility to request and receive architectural approval pursuant to the Governing Documents or supersede the owner's obligations under Section 12.8 or any other responsibilities

<b>COMPONENT(S)</b>	<b>OWNER</b>	<b>ASSOC</b>
Air Conditioning System – Each Unit	√	
Appliances - Built-in	√	
Appliances – Free-standing	√	
Balcony/Deck - Membrane/Waterproofing		√
Bathtub Waste and Overflow	√	
Cabinets - in Units	√	
Carpeting - in Units	√	
Carport/Driveway/Parking Space - Concrete and Asphalt Surfaces		√
Caulking - Exterior		√
Caulking - Interior	√	
Ceilings	√	
Common Area Improvements - Owner Installed	√	
Common Area Improvements - Association Installed		√
Crawl Spaces in Attic		√
Doorbell - Exterior Components/Button Switch	√	
Doorbell - Interior Components; Wiring	√	
Doors - Entry - Frame and Door	√	
Doors - Entry - Locks and Hardware	√	

<b>COMPONENT(S)</b>	<b>OWNER</b>	<b>ASSOC</b>
Doors - Entry - Painting - Exterior Surface	√	
Doors - Entry - Painting - Interior Surface	√	
Doors - Entry - Weather Stripping/waterproofing	√	
Doors - Interior	√	
Doors, Screen/Storm/Security	√	
Doors, Sliding Glass	√	
Doors, Sliding Glass - Frame and Tracks	√	
Doors, Sliding Glass - Screen	√	
Doors - Storage Room	√	
Doors - Utility		√
Drainage Systems (e.g., ditches, catch basins)		√
Drains - Bathtubs, Showers, Sinks	√	
Drains - Curb		√
Drains - Yards		√
Dryer Vents - Cleaning	√	
Dryer Vents - Repair	√	
Drywall - Damage Repairs (e.g., cracks, inside minor localized water damage, dents, holes, etc.)	√	
Drywall - Interior - Replace Unless Water Damage from roof leak	√	
Drywall - Interior - Replace Due to Water Damage from roof leak		√
Electrical Panel/Circuit Breakers/Interior	√	
Electrical Switches, Sockets, Wall Plates - Interior	√	
Electrical Wiring - Interior	√	
Exhaust Fans	√	
Exterior Building Surfaces		√
Exterior Faucets, Handles, Washers		√
Exterior Lighting Fixtures (Common Area)		√

<b>COMPONENT(S)</b>	<b>OWNER</b>	<b>ASSOC</b>
Fences - Common Area		√
Fences - Individual	√	
Fireplace - Chimney - Exterior		√
Fireplace - Chimney Flue and Spark Arrestor	√	
Fireplace - Chimney - Interior - Cleaning	√	
Fireplace - Fire Brick (fire box) Ceramic brick walls of fireplace	√	
Fireplace – Mantlepiece, Trim and Facing	√	
Floor		√
Floor Coverings - Carpet, Vinyl, Tile and Wood	√	
Front Entry Landings		√
Furnace - Unit Systems	√	
Garage Pedestrian Door	√	
Garage Door Openers	√	
Garage Doors - Replacement		√
Garbage Disposal	√	
Gas Lines - Below Ground from Meter to Unit	√	
Glass - Unit Windows/Doors	√	
Gutters and Downspouts		√
Hose Bibs		√
Insulation		√
Landscaping - Balconies	√	
Landscaping - Common Area; Greenbelt		√
Landscaping - Patios/Backyards	√	
Lighting Fixtures - Common Areas		√
Lighting Fixtures - Inside Units	√	
Lighting Fixtures - Outside - Front	√	
Lighting Fixtures - Outside - Patio	√	

<b>COMPONENT(S)</b>	<b>OWNER</b>	<b>ASSOC</b>
Linoleum & Vinyl Flooring - Inside Units	√	
Painting - Interior	√	
Patio/Balcony Deck Membranes/ waterproofing		√
Patio/Balcony Deck Railings - Painting (Inside/Outside Surfaces) - if never altered		√
Patio/Balcony Deck Railings - Painting (inside/outside surfaces) if altered	√	
Patio/Balcony Deck Railings - Replacement		√
Patio/Balcony Painting		√
Patio Cover - Paint, Maintain, Repair and Replace	√	
Plumbing Fixtures - Interior (Toilets/Tubs/Sinks/Faucets, etc.)	√	
Plumbing Lines - Inside Unit	√	
Plumbing Lines - Water - from Meter to Individual Unit Shut Off Valve		√
Plumbing Lines - Water - Serving Individual Unit from Shut Off Valve, Wherever Located	√	
Pressure Regulators	√	
Roof Decking		√
Roof Flashing and Other Roofing Components		√
Roof Shingles/Tiles		√
Roof Underlayment		√
Roof Vents		√
Sewer Lines and Back-Ups - Common Use Portion of Line		√
Sewer Lines and Back-Ups - Single Use	√	
Sidewalks - Common Areas		√
Slab		√
Sliding Patio Door Flashing/Waterproofing	√	
Sliding Patio Door Frames & Tracks	√	
Sliding Patio Door Hardware	√	

<b>COMPONENT(S)</b>	<b>OWNER</b>	<b>ASSOC</b>
Sliding Patio Doors	√	
Spraying for Household Pests (Ants, Fleas, etc.)	√	
Spraying for Landscaping Pests		√
Stucco Painting/Coloring		√
Stucco Repair & Replacement		√
Toilet - Wax Ring	√	
Trim - Wood - Exterior - Maintenance & Replacement		√
Trim - Wood - Exterior - Painting		√
Walls - Bearing, Studs, Frames, Tie-downs, Other Structural Items		√
Walls - Non-bearing	√	
Wallpaper/Paneling	√	
Water Heater - Individual	√	
Water Softeners	√	
Window and Slider Screens	√	
Window Flashing/waterproofing		√
Window Frames and hardware	√	
Wiring - Cable TV and telephone	√	
Wiring - Electrical - Main Breaker	√	
Wiring - Electrical - From Main Breaker Outside to Interior Breaker in Unit and All Interior Wiring	√	

(Restrictions Exhibit C)

## Important Numbers

<b>Emergency .....</b>	<b>911</b>
CalTrans .....	619-688-6699
Crisis Line .....	800-479-3339
Dead Animal Removal (Streets Only) .....	858-694-7000
Department of Animal Services .....	619-7672675
Department of Motor Vehicles .....	800-777-0133
Elite Management Corp. ....	858-485-0881
Fire (Non-emergency).....	619-533-4300
Hospital – Palomar Medical Center .....	442-281-5000
Hospital – Palomar Health Downtown Campus .....	760-739-3000
Hospital – Pomerado Hospital .....	858-613-4000
Oaks North Community Center .....	858-487-0120
Poison Control .....	800-222-1222
Police (Non-emergency) .....	619-538-2000
Police Store Front and RSVP.....	858-538-8146
Rancho Bernardo Library .....	858-538-8163
Rancho Bernardo Senior Services .....	858-487-2640
Rides and Smiles.....	858-450-0280
San Diego Weather .....	858-675-8706 / Option 1
Street or Traffic Signals Out.....	619-527-7500
Trash / Recycling / Hazardous Waste.....	858-694-7000
Water and Sewer Utilities .....	619-515-3500
U. S. Postal Service.....	800-275-8777