

**CYPRESS GLEN CONDOMINIUM HOMEOWNER ASSOCIATION  
HOMEOWNERS ASSOCIATION**

**RULES AND REGULATION**

The following is a summary of the Rules and Regulations, the authority for which comes from: The Articles of Incorporation, By Laws and the Declaration of Covenants, Conditions and Restrictions.

This list is not all inclusive, meaning there are other Rules and Regulations, which will be enforced that are not listed below. Owners and their guest, who includes Renters/Tenants and their guest should familiarize themselves with the Rules and Regulations referred to below:

1. Owners are responsible for the conduct of their guests (which includes Renters/Tenants and their guest).
2. The conduct of all in attendance is expected to be in a socially acceptable manner at all times.
3. Children are to be under control and supervised by a competent adult at all times.
4. Children should be indoors by 10:00 pm in accordance with the local municipal curfew laws.
5. No littering (trash pick-up in the area is especially appreciated).
6. No drug use or possession or sales of drugs allowed (violators will be prosecuted to the fullest extent of the law).
7. No gang or other criminal enterprise or activity will be tolerated (see notation to drug violators, above).
8. Vehicles authorized to be on the condominium grounds are to be parked in assigned areas and have current registration displayed. All others will be towed away.
9. No trucks or vehicles other than passenger cars and pick-ups, of one ton or less are permitted in the parking area.
10. All vehicle access ways are to be kept clean, clear and open at all times.

11. In respect for others in the condominium area, noise should be kept to a minimum and will not be tolerated from 9:00 PM to 7:00 AM. Loud auto or motorcycle exhaust or sound systems will not be allowed in the complex.
12. All common areas and facilities are to be used only in accordance with their intended use and are to be used only by owners and their authorized guest.
13. No one shall deface, destroy or in any way damage or change the appearance of any of the common area, which includes but is not limited to: External Building Surfaces, Roofs, Landscaping, Driveways, Wall, etc.
14. Each condominium unit is to be used for residential purposes only. No commercial enterprise or trade activity is to be conducted.
15. No improvements, enhancements or construction is allowed without the prior expressed approval of the Association's Architectural Control Committee.
16. No signs of any kind shall be displayed in public view except for those signs required by law or approved by the Association ("For Sale", "For Rent" and political signs are approved by the Association so long as they are displayed within the confines of the individual condo unit). No personal items or messages are to be displayed in the windows. Maximum sign size is 18" x 24".
17. Window covering shall be drapes, curtains, vertical or mini blinds and light tan or off white in color.
18. No animals, livestock or poultry are allowed except those which assist the disabled and personal household pets. Said pets must be kept under control at all times and must not be permitted to wonder the common areas or facilities and are to be cleaned up after.
19. No car washing, no mechanical repairs or oil changes in the garage or common areas.
20. Loitering is not allowed on the premises.
21. No alcohol beverages allowed in the common areas.
22. The common driving area is not a play area; children are not to play in the drive areas.
23. No use of furniture outside of the unit.
24. Animals are not allowed in the common area unless on a leash.
25. Personal property placed on the patio or balcony areas is not to be visible from the common areas. Patios and balconies are not to be used for storage. Heavy items and items that may damage the flooring are not allowed on the balconies.
26. All metal security screen doors must be black.

## **YARD SALES**

Outside displays will only be allowed twice a year on the first full weekend in April and October

## **ASPHALT AREAS**

The asphalt areas are off limits for anyone loitering or children playing. Skateboards, roller blades and roller skates etc, are forbidden on the asphalt. Everyone is to walk into the complex not skate board or roller blade etc. Fines can and will be issued for violations.

## **FIRE LANES AND DRIVEWAYS**

As a reminder, the driveways are for loading and unloading only. These areas are Fire Lanes and any vehicle parked in a driveway is subject to being towed and fined.

## **SATELLITE DISHES**

If a resident would like to install a satellite dish there are only a few areas that the dish can be installed. It may be placed on the fascia board at **THE BACK OF THE UNIT**. The dish is not to be installed on any part of the roof. All wiring must run inside the buildings. No exterior cables to be visible from the common areas.

## **NOISE FACTOR**

Just a reminder to each resident, you are living in a Condominium Association and need to be considerate of your neighbors. Each resident is entitled to the quiet enjoyment of his or her property. Each unit has common walls and the slamming of doors, raised voices, loud music and loud children can be very disturbing to your neighbors. So if each resident is considerate of their neighbors, it will make living at Cypress Glen Condominium a much nicer and quieter place to live.

## **GRAFFITI**

If graffiti is seen, a quick call to the Bakersfield Graffiti Hot Line will help (661) 323-7273 or to Frontier Real Estate Services, Inc. (661) 588-3283.

## **ALTERNATIVE DISPUTE RESOLUTION**

Civil Code Section 5975 states that in any dispute related to enforcement of the governing documents by injunctive or declaratory relief which does not also involve a claim for money damages in excess of \$5,000.00, other than Association assessments, before any party may file a civil suit in a court of law, the parties should endeavor to submit the dispute to Alternative Dispute Resolution, such as arbitration or mediation.

“Failure of a member of the Association to comply with the alternative dispute resolution requirements Section 5975 of the civil code may result in the loss of your right to sue the Association or another member of the Association regarding enforcement of the governing documents or the application law”

### **RIGHT TO RECEIVE MINUTES**

Civil Code Section 4950(a) provides that the minutes of any Board of Directors meeting shall be available to the members within thirty (30) days of the meeting. The minutes shall be distributed to a member upon their written request and upon reimbursement of the Association’s cost for making the distribution, which is \$1.00 per set of minutes, payable in advance.

### **AGENDA REQUESTS**

If any member would like to be heard by the Board of Directors or has an issue that they would like the Board of Directors to consider at a meeting, the member should submit their request in writing at least ten (10) days before the next scheduled Board of Director’s meeting. The correspondence will be included on the Agenda for the Board of Director’s review and consideration.

### **COMPLAINTS REGARDING NON-COMPLIANCE**

The Association’s policy pertaining to complaints regarding non-compliance with the CC&R’s of the Association is as follows: In order to be considered valid and for action to be taken, all complaints must be submitted in writing to the Association and signed by the complaining homeowner. All complaints will be held in confidence unless the homeowner in alleged violation requests a hearing before the Board of Directors. During the hearing, any complaints received will be made available for review. Section 5855 and 4820 of the Civil Code relates to the policy imposing monetary penalties or fees on a member for a violation of the Association’s governing documents. Civil Code requires that the Board of Directors adopt and deliver to the members a schedule of the monetary penalties and fees that may be assessed. The following is the policy of the Cypress Glen Condominium Homeowners Association regarding fines; upon any infractions, the following will apply:

- 1<sup>st</sup> A courtesy warning letter will be sent.
- 2<sup>nd</sup> A \$25.00 fine will be applied to the account.
- 3<sup>rd</sup> A \$50.00 fine will be applied to the account.
- 4<sup>th</sup> A \$100.00 fine will be applied to the account.

ANY ADDITIONAL VIOLATION FINES WILL BE AT \$100.00 EACH