

LA CAMARILLA VILLAS CONDOMINIUM ASSOCIATION

RULES & REGULATIONS



REVISED FEBRUARY 2019

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**LA CAMARILLA VILLAS CONDOMINIUM ASSOCIATION
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A. INTRODUCTION

Under the Condominium Documents and Arizona law, the Board of Directors is empowered to adopt the following rules and regulations ("Rules") governing the use of property within La Camarilla Villas Condominium Association ("Association"). These Rules have been adopted for the purpose of promoting and protecting the cooperative aspects of the Condominium and protecting the value and desirability of the Property.

B. ANIMALS

1. **TYPE OF PETS ALLOWED.** Dogs, cats and other generally recognized household pets may be kept, provided they are not bred, kept or maintained for any commercial purpose. Exotic animals, including, but not limited to snakes, lizards, or wildlife animals are prohibited. Upon written request of an Owner, the Board shall determine whether a particular animal is generally recognized as a household pet.

2. **NUMBER AND WEIGHT.** Each Unit may not have more than two (2) pets, each weighing less than twenty (20) pounds. The Board of Directors may require certification from a veterinary professional confirming pets meet the current weight restriction at the Owner's expense.

3. **LEASH RESTRICTIONS.** Pets are not allowed to roam freely through the Property at any time. Pets are not to be kept, chained or tied up in any Common Elements or Limited Common Elements. Dogs must be on a leash (no longer than 6 feet) under its pet owner's control. Dogs on leashes are limited to the Greenway wash area behind buildings B, C and D and along Shea Boulevard.

4. **WASTE.** Pet owners must clean up immediately after their pets. No pet owner or Owner shall permit animal feces to be deposited on or remain upon the Property.

5. **POOL AREA.** Pets are strictly prohibited from entering the pool area.

6. **LICENSING AND VACCINATIONS.** All pets must be licensed; display current tags; and be current on their vaccinations. All dogs three months of age and older are required to have a license and rabies vaccination.

7. **NUISANCE.** Pets are not allowed to be nuisance by, among other things, persistent barking or whining. Pet must be kept inside the Unit and windows and doors closed when the Owner(s) or resident(s) are not in the Unit.

8. **PET CARE ITEMS.** No food, water, bedding or other structure for the care of animals may not be stored outside of the Unit. All such items shall remain inside the Unit at all times. Animals are not allowed to remain in patio or balcony areas unattended.

9. **WILDLIFE.** The feeding of birds and/or wildlife from patios and Common Areas is prohibited except hummingbird feeders are permitted in trees or on free standing holders. The hummingbird feeders

may not be hung from the exterior buildings.

C. ARCHITECTURAL CHANGES

1. **EXTERIOR CHANGES.** No exterior changes may be made without the prior written approval of the Board. All proposed exterior architectural changes, including but not limited to doors, windows, light fixtures, ceiling fans, patio tile, must be submitted to the Board of Directors in writing.

2. **INTERIOR CHANGES.** Interior changes that alter the aesthetic or structural integrity of the Buildings or will cause noise must have Board approval prior to making the changes.

3. **FLOORING.** Tiled and hardware floors are discouraged. Second story Owners are responsible for providing reasonable and suitable floor coverings to aid sound absorption.

D. COLLECTIONS - PLEASE REFER TO THE COLLECTION POLICY ADOPTED BY THE BOARD AT THE OCTOBER 21, 2019 MEETING.

E. DOORS AND WINDOW COVERINGS

1. **DOORS AND SUNSCREENS.** Specific doors and sun screens are approved by the Board. Such doors are only permitted on the front door and first floor patio exit. If you wish to install a security door on the arcadia doors, you must obtain prior written authorization from the Board. Doors of neighboring Units on the same landing should preferably be of similar or identical color and must match the door trim.

2. **WINDOW COVERINGS.** Only shades, mini blinds, verticals or shutters may be installed as window coverings of a neutral color. No loud colors, designs, sheets, blankets or other non-approved items may be used. There is to be no installation of reflective materials, including, but not limited to aluminum foil, reflective screens or glass, mirrors or similar type items, installed or placed upon the outside or inside of any window of a Unit.

3. **EXTERIOR APPEARANCE.** No enclosures, drapes, blinds, shades, screens, shutters or other items affecting the exterior appearance of a Unit, or any Limited Common Element shall be constructed or installed on the Property, except for the specific sun screens which may be used on windows and arcadia doors approved by the Board. If these approved sun screens are in place, drapes, blinds, shutters and shades may be used. If you wish to install an approved sun screen contact the Management Company for the approved sun screens.

F. EMERGENCY CONTACT

Every Owner must have the name and telephone number of who to contact in case of an emergency on file with the Association. In the event an Owner fails to provide this information, the Owner is responsible for any cost incurred, including management fees, to respond to the emergency.

G. GARBAGE AND REFUSE DISPOSAL

1. **DUMPSTERS.** Trash must be put in the dumpsters located at the north and south areas of the complex to be picked up on Tuesdays and Fridays each week. All trash must be in plastic bags and tied before being placed in the dumpsters. Cardboard boxes must be flattened and large wooden crates broken down before being placed in the dumpsters. Trash not contained inside the dumpster will not be picked up.

2. **BULK ITEMS.** Throw-away furniture items, appliances, bedsprings, mattresses, sofas, chairs, carpeting, tile, and other heavy bulk items may not be placed in the dumpsters. Owners are responsible for disposing of large, cumbersome items in an appropriate landfill. The Association may levy fines for bulk items and bill the Owner for the costs to haul the bulk items away.

3. **PROHIBITED ITEMS AND HAZARDOUS MATERIALS.** Depositing rocks, stones, wood, building materials, auto parts, tires, grease, oil, cleaning solutions and paint in the dumpsters is prohibited. Depositing car batteries, auto lubricants, and other hazardous materials in the dumpsters is also strictly prohibited. Disposing of oil, grease, paint and other hazardous materials in drains, along curbs, in street gutters, or other Common Elements is prohibited.

H. GENERAL RULES

1. Under the City of Phoenix Ordinance, children under 15 years of age must be inside between the hours of 10:00 P.M. to 5:00 A.M. and children 16 and 17 years old must be inside between midnight to 5:00 A.M.

2. No bicycles, scooters, skateboards, roller blades or other riding toys are allowed to be ridden on the sidewalks on the Property.

3. No climbing of trees or the perimeter fence on the Property is allowed.
4. No throwing rocks or balls and using bats, golf clubs, etc., is allowed on the Common Elements.
5. Gates must be closed and locked at all times.
6. Chalk, crayons, and paint, etc., may not be used in on the Common Elements including sidewalks, exterior of Buildings, Limited Common Elements, pool decking, and furniture.

I. HOLIDAY DECORATIONS

Holiday decorations, in moderation, may be placed outside of the Units the day after Thanksgiving. They must be removed on or before the 6th day of January. No holiday items may be placed on or attached to any painted surface outside a Unit. You may place lights inside of your windows, in trees and around bushes, but the landscaper must have access to Common Elements.

J. INSURANCE POLICY

The Association's insurance policy has a \$10,000.00 deductible which is the financial responsibility of the affected Unit Owner(s) for each claim filed. All Owners must carry insurance that will cover the deductible and any other items not covered by the master policy. If you have damage that requires filing of a claim against the master policy, contact the Association's management company to verify coverage. Copies of the Declaration Page and the Certificate of Insurance can be obtained from the Association's Management Company. Owners must provide the name of their homeowner's insurance carrier and a declaration page annually to the Association.

K. KEYS

Keys for the pool area and gates are provided to each Owner through the Management Company. The first key is provided at no charge. If an Owner would like a second key, the cost is \$5.00. If the key is lost, stolen, or taken by a resident who moved out and did not surrender the keys, the cost of replacement and changing the locks is \$25.00.

L. LANDSCAPING AND PLANTS

1. **Common Elements.** Owners may not plant on the Common Elements. No planters, containers, bicycles, etc. may be stored on Common Elements.
2. **Landscapers.** Owners are prohibited from addressing the landscaper and its employees without permission from the Board. Issues, including irrigation issues, should be reported to the Board through the Management Company.
3. **Potted Plants.** Potted plants are allowed on the hard surface of patios and balconies, but must have drainage pans under them. Potted plants are prohibited on the patio retaining walls or to hang on balconies. Owners are responsible for any damage caused by their potted plants.

M. MISCHIEVOUS ACTS & VANDALISM

Residents who observe mischievous acts and vandalism should contact the City of Phoenix Police Department. Please immediately write down all pertinent details such as description of individual(s), type of vehicle, type of vandalism (damage) and any additional information relating to the incident along with the date and time of the occurrence and provide the information to the police and the Association's Management Company.

N. NUISANCE

Nuisances or any other practice which is a source of annoyance to residents or which interferes with the peaceful enjoyment of the Property are prohibited. Between the hours of 11:00 PM and 7:00 AM no loud noise or shouting will be permitted when it is an annoyance to others. Call the Phoenix Police Department Non-Emergency Number/ Neighborhood Watch Officer at (602) 262-6151 to report nuisances. Do not contact the Board Members or the Management Company.

O. PATIOS & BALCONIES

1. **ITEMS ALLOWED.** No items other than patio furniture, electric grills and plants may be placed on patios and balconies. Cabinets, sinks or other furniture may not be placed on patios and balconies. Potted plants may be placed on the floors and tables only. Drip containers of sufficient size must be provided to prevent spillage due to over watering or storms. No objects of any kind may be hung on the balconies and/or patio or placed on the ledges surrounding same.

2. **STORAGE.** Storage is not permitted on the balconies or patios. All boxes, cleaning equipment, ladders, weight lifting/athletic equipment, toys or other miscellaneous items of any kind must be kept in the Unit. Bicycles and other items may not be hung on any exterior portion of the building.

3. **LAUNDRY.** External laundering and drying of clothes and towels or other items on patios, balconies or retaining wall must not be visible.

P. POOL AND SPA AREA

1. **SWIM AT YOUR OWN RISK.** There is no lifeguard on duty at any time. Persons using the pool do so at their own risk.

2. **HOURS.** Pool hours are from 7:00 a.m. to 10:30 p.m. Please be respectful of residents around the pool area after 7:00 p.m.

3. **ALCOHOL.** No alcohol is allowed in the pool area. Intoxicated persons are prohibited from entering the pool area.

4. **SUPERVISING ADULTS.** Children under age 14 must be accompanied and supervised by an adult (over 18 years of age) at all times.

5. **RUNNING.** No running is permitted in the pool and spa area.

6. **NUISANCE.** Actions annoying to others are not permitted. Radios and other sound devices may be played softly so that they do not infringe on the rights of those who do not wish to hear them. The use of ear phone is encouraged. Noise level should be kept low and minimized in the pool area, particularly before 10:00 a.m. and after 7:00 p.m.

7. **POOL EQUIPMENT.** Only the contractor hired by the Association or other person designated by the Board may adjust pool equipment. Unless specifically permitted by the Association, no Owner, resident, tenant, and invitee may adjust or tamper with pool equipment.

8. **ATTIRE.** Persons using the pool must wear approved swimming attire (no cutoffs). Remove excess lotions and oils before entering the water. All hair pins, clips, ties and rubber bands must also be removed before entering the water. Please place a towel on furniture to avoid staining.

9. **PERSONS NOT TOILET TRAINED.** Persons who are not toilet trained are not allowed in the pool unless they are wearing swim diapers or other attire specifically designed for that purpose in swimming pools.

10. **FOOD AND BEVERAGES.** All food must remain at the tables and not taken into the water. No grills or glass containers are allowed inside of the pool area. Cans and other garbage must be disposed of in the trash receptacle by the individuals who brought them into the pool area.

11. **PROHIBITED ITEMS.** Bicycles, skate boards, roller blades, scooters and toys that are not a water device are prohibited in or around the pool area.

12. **NO PETS.** Pets are not allowed in the pool area.

13. **SPA.** Children under the age of 10 are not allowed in the spa.

14. **GATES.** Gates to the pool area must be kept closed and locked at all times. Pool gates should not ever be propped open. A key is required to enter the pool area. Hopping over the gates or fence or gaining entry by pulling apart the gate is prohibited.

15. **PRIVATE FUNCTIONS.** The pool may not be closed to others for private parties. A social committee or other committee appointed by the Board of Directors may, with Board approval, hold Association functions in the pool area.

16. **NO SMOKING.** No smoking is allowed in the pool area.

17. **PROHIBITED PERSONS.** A person with a known skin or other communicable disease is not allowed in the pool until they are no longer contagious.

18. **TRASH.** Owners, residents, and invitees must dispose of their own trash and clean up after themselves in the pool area.

Q. RENTAL UNITS

1. **DECLARATION RESTRICTIONS.** Only an entire Unit may be rented out by the Owners.

Partial renting or leasing of a Unit is prohibited. A Unit may not be rented or leased for less than thirty (30) days.

2. **TENANT REGISTRATION.** Owners must complete and return the tenant section of the emergency information form to the Association's management company within 10 days after signing the lease.

3. **VIOLATIONS BY TENANTS AND GUESTS.** Owners are responsible for the actions of their tenants and guests. The Association may fine the Owner for a tenant's violation. The Association may also levy the cost of repairing the Common Elements against the Owner's Unit if a tenant damages the Common Elements. Any damage to the Common Elements should be reported to the Association's management company as soon as practical and prior to leasing the Unit to new tenants.

4. **MARICOPA COUNTY ASSESSOR REGISTRATION.** Under Arizona law, rental property information must be provided to the Maricopa County Assessor's Office. Please complete the Residential Real Property Registration form on the Maricopa County Assessor's Office website, <http://mcassessor.maricopa.gov/>, or search for your parcel and click "Register Rental" in the bar above Property Information.

R. SATELLITE DISHES & CABLE TV SYSTEMS

Modifications of the central cable system are prohibited without first obtaining written approval from the Board of Directors. When installing an additional hookup, the cable company will need written authorization prior to re-wiring. Any wiring expense is the Owner's responsibility and not the Association. If you wish to install a satellite dish, written authorization from the Board of Directors must be obtained prior to installation. The guidelines for satellite dish installations are:

- 1) The satellite dish cannot exceed 18 inches in diameter;
- 2) The dish must be installed on a free-standing brace that does NOT attach to the building, walls, roof or any other portion of the Common Elements.
- 3) The dish must be installed on the Limited Common Elements and must not be visible from Common Areas (i.e., pool area).

S. SEX OFFENDERS

Level II and Level III sex offenders are prohibited from residing on the Property.

T. SIGNS

No signs whatsoever shall be placed or maintained on the Property except:

- 1) Commercially produced "For Sale," "For Lease/Rent" and "Open House" signs and sign riders in conformance with the industry standard size displayed in a Unit or Limited Common Element allocated to such Unit;
- 2) Such signs the nature, number and location of which have been approved by the Board of Directors in advance; and
- 3) Such signs as required by legal proceedings or as permitted by law.

U. SOLICITATION

Door to Door solicitations such as personal, business, professional, charitable, political, entertainment, or any other type of solicitation is prohibited trespassing. Solicitors should be asked to leave the Property. If they refuse to leave the Property, call the Police Department.

V. SPEED LIMIT

The maximum speed limit within La Camarilla Villas is **5 MPH**.

W. RESIDENTIAL USE

The Property shall be used exclusively for residential purposes. No business or trade, including, but not limited to a child-care business, may be conducted within a Unit or on the Property.

X. VACATION & OUT OF TOWN OWNERS

Each Owner should arrange to have someone local check on their Unit on a regular basis for any leaks from running toilets, faucets, ice makers, hoses or sewer back-ups. When a Unit is unoccupied, the water supply lines inside must be turned off at the outside shut off.

Y. VEHICLES & PARKING

1. **ASSIGNED SPACES.** Residents may only park their vehicles, including motorcycles, in their assigned parking space/spaces and leave the open spaces for visitors and service providers. Residents must have display a permit tag issued by the Association. If a resident has additional vehicles or guest vehicles, they must be parked in the visitors parking spaces. No vehicles of any type are allowed to be ridden or parked on Common Elements.

2. **MAINTENANCE AND REPAIR OF SPACES.** Owners must maintain and keep clean their own respective parking spaces with exception for changes of lights, seal coating of the parking spaces and the painting of the parking structure. Owners must ensure their vehicles are not leaking oil or any other fluids that will damage the parking lot. If the structure is damaged, it is the responsibility of the Owner to pay for the damages.

3. **PROHIBITED VEHICLES.** No vehicle over $\frac{3}{4}$ ton, boats, water craft, campers, travel trailers, RV's, motor homes, work trailers, or similar vehicles are allowed to be parked, kept, placed, maintained, constructed, reconstructed, serviced or repaired upon any portion of the Property. Commercial trucks are prohibited from being parked or kept on the Property overnight.

4. **INOPERABLE VEHICLES.** All vehicles must display current license plates, tags and be in operable condition. Inoperable vehicles may not be stored or parked on the Property. A vehicle shall be deemed as inoperable if it is under repair, is covered by a tarp, has a flat tire, does not have current registration, and is not driven and/or moved under its own power on a weekly basis, or any other condition which exists that renders the vehicle inoperable.

5. **VEHICLE REPAIRS.** No vehicle repairs are to be done on Property unless the repairs are

minor (such as a flat tire or dead battery) and are necessary to move the vehicle. No other repairs or changing of fluids are allowed. Motorcycles are governed under the above repairs, but in addition, a metal plate or plywood must be placed under the kick stand to avoid damaging the asphalt.

6. **WASHING VEHICLES.** No washing of vehicles is allowed on the Property. Vehicles must be taken to an off-site facility for washing.

7. **HANDICAP SPACES.** Only vehicles with handicap plates or permits are allowed to park in the handicap spaces. Anyone caught parking in handicap spaces without proper permits will be either towed at the car owner's expense and/or the Owner can be fined. This space is not to be used by other residents to load and unload their vehicles.

8. **TOWING. IF A VEHICLE IS PARKED IN ANOTHER PARKING SPACE, IN A HANDICAP SPACE WITHOUT A HANDICAP PLATE OR PERMIT, OR IN FIRE LANES, THE VEHICLE MAY BE TOWED AT THE CAR OWNER'S EXPENSE WITHOUT FURTHER NOTICE.** For all types of parking violations, the Association may send a first warning courtesy letter to the Owner and then may levy fines.

Z. **VIOLATIONS AND FINE SCHEDULE - PLEASE REFER TO THE ENFORCEMENT POLICY ADOPTED BY THE BOARD ON OCTOBER 21, 2019.**