

**RORIPAUGH HILLS  
INFORMATION BOOKLET**

**(Revised January 2010)**

**RULES & REGULATIONS  
REVISED**

Dear Roripaugh Hills Homeowners:

Enclosed please find a copy of the revised **“Rules & Regulations Booklet”** for the Roripaugh Hills Owners Association, which was formally adopted by the Board of Directors on Monday, January 25, 2010, upon a properly noticed and conducted Open Meeting of the Board, per Civil Code 1357.130.

Please retain this copy for your records.

Thank you in advance for taking time to read and become familiar with the enclosed information.

Very Truly Yours,

Sheryl Whitaker, AMS  
As Agent for the Board of Directors  
Roripaugh Hills Owners Association

**RORIPAUGH HILLS  
OWNERS ASSOCIATION  
INFORMATION  
&  
RULES AND REGULATIONS  
BOOKLET**

(Revised January 2010)

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## I. INTRODUCTION

Please read this handbook carefully. As provided for in Article VI111, Sections 8.01 (g) and 8.04 of the Declaration of Covenants, Conditions, and Restrictions [CC&R's] and section 6.2 (b) of the Association By-laws, the Board of Directors may adopt, amend, and repeal rules and regulations, which are reasonably designed to promote the welfare of the Association. Once an Open Meeting of the Membership is conducted (in accordance with the statutory procedure Civil Code Section 1357.100, et. seq.), and once the Board formally approves, mails, delivers or conspicuously posts on the Association property, these Rules and Regulations shall have the same force and effect as if they were a part of the CC&R's.

The Rules and Regulations, in accordance with the CC&R's, apply to all Association homeowners, their tenants and guests. Violations of the Rules and Regulations or the CC&R's can and will result in the imposition of fines or other legal action against the property owner(s). It is your responsibility as a proper owner to see that your tenants and guests are aware of the regulations stated in this book. In order to maximize the property values within the community, everyone's cooperation is required. Each homeowner and resident should take the time to familiarize themselves with the CC&R's and Rules and Regulations so that action by the Board does not become necessary.

Always remember to be considerate of your neighbors. That is what a community association is all about. Be conscious of the appearance of your home, as each home affects values in the community.

Thank You,

The Board of Directors

## II. GENERAL INFORMATION

### A. Purpose of the Roripaugh Hills Association

The purpose of the Association is twofold: To operate and maintain the Roripaugh Hills common areas for the benefit of the Association homeowners, and make every effort to maintain and enhance the property values for the Association members. Common areas are defined as all areas owned in unison by all of the Association homeowners (i.e. pools, tennis courts, parks, and all other areas bordering the homeowner's property and not maintained by the City or County.)

Although the stated purpose of the Association may mean different things to different people, the CC&R's and Rules and Regulations combine to afford the best broad based guidelines for maintaining a community, which will benefit all. Please do not be frustrated by what may appear to be a bureaucratic infringement on individuality. The purpose of the Association is to benefit the whole, not to penalize the individual. Compromises are sometimes necessary.

### B. Common Area Problems

To report problems related to the common areas:

1. For criminal activity, call 911.
2. For maintenance emergencies, call Avalon Management (951) 699-2918, 24 hours a day.
3. For evening community patrol issues, you may contact Protection Rescue Security (951) 245-1974 or (951) 764-9187.
4. In a non-emergency, mail correspondence to: Roripaugh Hills Owners Association, c/o Avalon Management Group, Inc, 29379 Rancho California Road, Suite 206, Temecula, CA 92591.
5. Any requests for group use of Association open areas must be approved by the Board of Directors c/o Avalon Management at least seven (7) days in advance.

### C. Association Meetings

The Association is governed by a Board of Directors, which meets monthly to make decisions pertaining to common area matters. The time and place of each meeting will be posted on each of the bulletin boards located at the pools or in the community newsletter in advance of each meeting. If you are unable to view any of these notices, you can get the information by contacting Avalon Management

Notice of the date, time, and place of the Annual Meeting of the Members will be mailed to all homeowners of record prior to the meeting. In order to establish a quorum so that business may be conducted, it is imperative that owners either attend in person or submit their proxy authorizing another person to vote on their behalf.

### D. Budgets and Audits

Operating budgets and audits are prepared each year and mailed to each homeowner of record upon completion.

## III. RULES AND REGULATIONS

## A. Enforcement

1. All homeowners, residents, and guests are required to abide by all established rules and regulations contained herein. Anyone refusing to abide by the rules may face action by the Board of Directors.

2. The property management company, acting on behalf of the Association, has been instructed by the Board of Directors to monitor the compliance of persons in Roripaugh Hills with the Rules and Regulations, the By-Laws, and the CC&R's. If there is a violation thereof, the property management company has been authorized to do any of the following:

- a. Obtain names and addresses of the violators, and report to Board of Directors.
- b. Call upon a law enforcement agency for assistance.
- c. In the case of children, make every reasonable effort to contact their parent or host immediately, prior to taking the action called for in (b.) above.
- d. Collect for damages to Association property due to negligence or wilful misconduct by a homeowner, relative, guest, or tenant of the homeowner.

## B. Violations of Rules and Regulations

1. It is the right and duty of each resident and/or homeowner to report violations of the Rules and Regulations or CC&R's IN WRITING to the Board of Directors through the Management Company.

2. The Management Company will confirm the violation and send written notice of actual violations to the owner of record.

3. Violations should be corrected within thirty (30) days.

4. A Notice of Hearing will be issued for continued non-compliance or, lack of communication as to why the violation has not been corrected.

Please remember that the receipt of a violation letter does not always signify that the act in question is forbidden, but rather, may merely be reminding the homeowner of his responsibility to obtain proper approvals for his act (i.e. requires approval of the ACC).

## C. Penalties

Failure to correct a violation may result in the following penalties:

First Month	\$ 50.00
Second Month (and thereafter)	\$100.00

**Fines will continue to accrue at \$100.00 per month for continued non-compliance.**

**Note: Legal action may be taken at the homeowner's expense to enforce and/or augment the above noted penalties.**

## D. Government Restrictions

In addition to the Rules and Regulations, each homeowner should be cognizant of City and County Regulations which affect our community.

#### IV. ARCHITECTURAL CONTROL

##### A. Architectural Control Committee (ACC)

An Architectural Committee has been established by authority of the CC&R's. The purpose of the Architectural Committee is to review and evaluate homeowner proposals for additions and/or modifications to structures and landscapes to determine whether the proposals are compatible with the aesthetics and design of the community.

**APPROVAL OF A PROJECT BY THE ARCHITECTURAL CONTROL COMMITTEE DOES NOT WAIVE THE NECESSITY OF OBTAINING THE REQUIRED GOVERNMENTAL APPROVALS AND PERMITS. CONVERSELY, OBTAINING THE NECESSARY GOVERNMENTAL APPROVALS DOES NOT WAIVE THE NEED FOR ARCHITECTURAL COMMITTEE APPROVAL.**

It is the owner's responsibility to prepare all plans in accordance with applicable local and state building codes and Association architectural guidelines. Failure to obtain the necessary approval of both the Architectural Committee and Government Agencies may cause you to have to modify and/or remove any additions or improvements, at your own expense.

##### B. Requests for Architectural or Landscape Improvements

A formal written request must be made to the Architectural Committee before proceeding to improve the structure or landscape of your home. The request procedure is as follows:

1. Obtain an architectural application/request form from the Management Company. The application form is also available on the website [www.roripaughhills.com](http://www.roripaughhills.com).
2. Complete the form in duplicate and return it to the management company along with applicable drawings, specifications, samples, etc. Note: All submitted items become property of the Association and will not be returned.
3. The management company will submit the request to the Architectural Committee for review.
4. The applicant should be informed of the committee's decision within (30) days of the management company's receipt of the completed request application. The receipt date of the homeowner's application will be established as the "Request Date" as noted on the return correspondence, which the homeowner will receive from the management company. This return correspondence will serve two functions: 1) Verify receipt of the application, and 2) Establish a time period ("Receipt Date" plus 30 calendar days) within which the homeowner must be informed of the committee's approval or denial, or the project shall be deemed approved. Please note that it is the homeowner's responsibility to alert the management company if the homeowner does not receive a return correspondence verifying the "Receipt Date". No project will be deemed as approved under the "Receipt Date plus (30) days" rule unless the homeowner can produce the management company's return correspondence, which verifies receipt of the application.
5. The procedure for homeowner appeal of a denial by the Architectural Committee is contained in Section 6.04 of the CC&R's.

##### C. What Requires Approval?

Additions or modifications of any of the following:

1. All exterior decks, patio covers, awnings, doors, shutters or other attachments to the house, regardless of size or material.
2. All exterior awnings, walls, fences, fountains, bird baths, statues, signs, poles, posts, patios, walkways, brick or stone facing, or any other hardscape.
3. All exterior color changes to the original color scheme of the house (including stucco, trim, and roof).
4. All window coverings. (see exceptions below).
5. All exterior trees, shrubs, flowers, or other vegetation. This includes removal and/or replacement of original landscaping. (see exceptions D.6 below).

#### **D. Exceptions To the Need for Approval**

The following list represents those additions or modifications, which may be made without petitioning the approval of the Committee. Exceptions have been made for these items because of the low risk of harm to the community aesthetics and a blanket authority already granted by the committee and the Board of Directors.

1. White or off-white screen doors

**Any other screen door color must receive prior ACC approval.**

2. Exterior paint in one of the approved colors as follows:

Trim colors:

1. Dunn Edwards Swiss Coffee SP 836
2. Frazee White Solitude CW057W

Wood Garage door colors:

1. Dunn Edwards Swiss Coffee SP 836
2. Frazee White Solitude CW057W

**Roll-up doors may be installed without prior approval in 'white' or 'off-white' colors only. Any other color choices must have prior approval of the ACC, and must blend with the exterior color for stucco and trim.**

Front door colors:

1. Natural wood finish (original color for Barrett homes)
2. Dunn Edwards Swiss Coffee SP 836
3. Frazee White Solitude CW057W

Fence colors:

1. Dunn Edwards Swiss Coffee SP 836
2. Salty White (a Roripaugh Hills custom color available at Dunn Edwards)

**Any other color needs ACC approval for the above mentioned areas.**

3. Seasonal decorations, provided that they are installed no earlier than (30) days prior to the holiday and removed no later than (30) days after the holiday.
4. Portable basketball structures are permitted within view of the front of the house only during active play. When play is completed, the basketball structure must be removed from exterior view. Permanent basketball structures are not allowed.
5. White or off-white window coverings, blinds and/or interior shutters.
6. Plants (not of a wild, weed variety), which will not grow to be greater than 3 feet in height, may be planted in any front yard, providing that removal of original landscaping (i.e. sod or ground cover) is not necessary. (See C.6 above) Similarly, plants which will not grow to be greater in height than the surrounding fence, may be planted in the back yard.

Please note that a homeowner who intentionally or unintentionally fails to comply with the height restrictions, and/or plants "nuisance plants" which threaten to or do in fact encroach on another homeowner's property (including roots) may be required to submit a formal application to the Architectural Committee and/or remove the offending vegetation. To avoid future inconvenience, homeowners are encouraged to research and know the characteristics of the vegetation which is planted.

**E. Basic Guidelines for Approval That Will Make Application Easier**

While specific rules cannot be formulated to provide coverage for every situation, the following should be considered when planning an improvement project:

1. Approved color scheme book is available for viewing at Avalon Management and Dunn Edwards in Temecula.
2. Obstruction of neighbors' views.
3. No improvement should be made which will impede drainage or impact the lateral stability of an adjoining lot.
4. Security gates, fences, or walls should not be planned so as to interfere with the ability of fire or police equipment to respond during an emergency.
5. Designs of structures should remain compatible with the architectural scheme of the community. Structures should not be out of proportion to or out of place with surrounding structures.
6. The following items are strictly forbidden:
  - a. Basketball backboards and/or hoops affixed directly to the house structure

**V. PET CONTROL AND CARE**

A. Dogs belonging to residents or their guests must be kept within an enclosure such as a fenced in back yard, or on a leash being held by a person capable of controlling the animal while it is being walked. Leash length, by law, is limited to six feet.

B. Defecation anywhere in the community must be immediately and properly disposed of by the owner of the animal. This rule applies equally to defecation on the homeowner's private property where it results in an interference with a neighbor's right to enjoy his own property (i.e.; unsightly mess or objectionable odor is present).

C. Pet owners shall be held responsible for any property damage or for any clean up costs resulting from the actions of their pet(s).

D. Owners shall be held responsible for noise disturbances caused by their pet(s). Pets with a propensity for making noise should be kept indoors when the owners are not home, and be brought inside whenever noise begins.

E. Pets are not allowed in the pool, spa, tennis court, or playground areas.

F. All animals in the community shall be subject to all City and/or County codes.

G. No pet of any kind shall be permitted to run free within the community at any time.

## VI. RECREATIONAL VEHICLES

A. Any kind of recreational vehicle, including boats, motor homes, campers, horse trailers, etc., must be shielded from the view of the street. The manner of shielding is subject to the approval of the Architectural Committee.

This rule shall apply to any vehicles or equipment which fall within the following classifications:

1. Vehicles/equipment not legally registered, used or authorized for transportation on the roadways. This includes all boats, trailers, etc. which are not by themselves capable of providing ground transportation even though they may be legally registered.
2. All vehicles greater than 8' - 11.
3. All vehicles with more than two axles.

B. Any vehicle fitting the description in VI may not be parked and/or stored in the driveway (CC&Rs Sec. 7.06). (Loading/unloading for a period not to exceed 24 hours is acceptable).

C. Homeowners who maintain commercial or work vehicles at their residence which do not fall within the classifications requiring shielding as set forth in A, 1-3 (above), should keep those vehicles inside of the garage or otherwise out of sight.

## VII. PARKING AND GARAGES

A. Absolutely no double-parking on any street in the community.

B. Garages must be used to their maximum capacity as originally designed prior to using driveways.

C. Auto repairs must be performed inside of the garage. Cars are not permitted to be raised on blocks, ramps, or lifts outside of the garage. Auto repairs conducted on the premises are to be limited to those which are minor in nature.

D. Unregistered and inoperable vehicles must be kept inside of the garage or otherwise off site. Please note that governmental zoning laws are in effect. Commercial enterprises such as auto repair, salvage or other related businesses are not permitted on the premises, nor will they be tolerated. Also, see Section VI (above) as to specific rules governing parking of R.V.'s and other vehicles.

**E. No owner shall convert any garage to any use which prevents its use for parking of vehicles used by such owners.**

## VIII. POOL AND SPA FACILITIES

1. Pool and spa hours are as follows:

<b>LOWER POOL &amp; SPA</b>	Sunday - Thursday 6:00 a.m. - 10:00 p.m.
	Friday & Saturday 6:00 a.m. – 11:00 p.m.
<b>UPPER POOL</b>	Daily 7:00 a.m. – 9:00 p.m.
	Memorial Day Weekend thru Labor Day

Seasonal time changes may be implemented as circumstances warrant. Any such changes, as approved by the Board of Directors, will be clearly posted at the pool and spa areas.

2. Entry to the pool and spa area shall be through the gates only. Climbing over the fence or gate is prohibited. The gate must be closed and locked at all times. \*

3. Keys may not be duplicated or loaned to friends. \*

4. The Association does not supply any type of lifeguard or supervisory service. Anyone using the recreational facilities does so at their own risk, responsibility, and liability.

5. Children under the age of 14 years are not allowed in the pool or spa area unless under direct adult (18 years or older) supervision. \* (California Department of Health Services, Title 22, Section 65539, Letter C).

6. All guests must be accompanied by a resident 18 years or older at all times in the pool and spa area. Number of guests per unit is not to exceed (4) at one time. \* Any requests for group use of Association open areas must be approved by the Board of Directors c/o Avalon Management at least seven (7) days in advance.

7. Usual and customary swimming attire is required. Cutoffs or other street attire is prohibited.

8. Hairpins, hair clips, or other similar objects should not be worn in the pool or spa since their loss poses a substantial risk of damage to the pool or spa equipment.

9. Infants and toddlers must wear swim diapers with waterproof pants with elastic at the waist and legs at all times.

10. Persons with open cuts or wounds are not permitted in the pool or spa.

11. Showers are required before entering the pool or spa. Suntan lotion or oils must be removed by showering prior to entering the pool or spa.

**\* VIOLATION OF THIS PROVISION WILL BE GROUNDS FOR SUSPENSION OR REVOCATION OF POOL PRIVILEGES AND SURRENDER OF COMMON AREA KEY.**

12. No boogie boards, rafts, or large inner tubes are allowed in the pool or spa area. Noodles and floaties are allowed for flotation purposes only.

13. Throwing non-floating items such as rocks, marbles, and the like into the pool or spa is prohibited.

14. Absolutely no foreign substances such as bubble bath, soap, drinks, etc. may be added to the pool or spa. Persons observed doing so will be assessed the cost of draining, cleaning, refilling, and other costs incurred due to pool or spa damage. \*

15. General rules of good conduct should be observed at all times. This includes no running, pushing or boisterous behavior. Voices should be kept at a volume suitable for private conversation. No profanity is allowed. Parents are responsible for supervising their children's activities. The Patrol Officer and/or Pool Monitor may require that the offenders exit the pool area if the pool rules are not adhered to. See rule #25.

16. Any type of inappropriate behavior is not permitted.

17. Radios or other stereo equipment should be used only with earpieces/earphones when others are present at the pool, and also in early morning and late evening hours.

18. There is absolutely no smoking or alcoholic beverages allowed in the pool or spa areas.

19. No eating or drinking is allowed within the pools or within the spa.

20. Animals are not allowed in the pool or spa area.

21. No bicycles, skateboards, roller-skates, in-line skates or similar equipment/activities are allowed in the pool or spa areas. Wheelchairs and baby strollers are permitted. Bicycles must be parked in the bike racks.

22. No glass or barbecues are allowed in the pool, spa or common areas.

23. If an Owner elects to rent or lease and gives right of access to the pool and spa to their tenant, the owner relinquishes his/her access rights. Forms required; Release, Hold Harmless and Indemnification Agreement, and Owner's Assignment of Membership Privileges to Tenant. See Section X. \*

24. It is the responsibility of each member to see that their guests and/or tenants obey all rules and regulations.

25. The Patrol Officer and/or Pool Monitor have all authority on any matters pertaining to pool regulations, rules, and safety concerns. Persons creating conflict with the Patrol Officer and/or Pool Monitor are subject to restrictions, fines and/or revocation of pool privileges. If you do not agree with decision of the Patrol Officer and/or the Pool Monitor, you may submit a complaint in writing to Avalon Management.

**\* VIOLATION OF THIS PROVISION WILL BE GROUNDS FOR SUSPENSION OR REVOCATION OF POOL PRIVILEGES AND SURRENDER OF COMMON AREA KEY.**

## IX. TENNIS COURTS

A. Tennis court hours are as follows:

Monday - Thursday 7:00 AM - 10:00 PM

Friday - Sunday 7:00 AM - 11:00 PM

- B. The tennis courts are for the exclusive use of the residents and their guests. Guests must be accompanied by a resident 18 years or older.
- C. Your individual key must be with you at all times when using the courts. The gate must remain locked.
- D. Only tennis shoes (non-black soles) are allowed on the court.
- E. No climbing or hanging on the fences or nets permitted.
- F. No pets or animals are allowed inside the courts.
- G. No glass containers are allowed anywhere inside the courts.
- H. Playing time is limited to one hour if other players are waiting.
- I. No excessive noise or cursing is permitted.
- J. No bicycles, skates, skateboards, etc., are permitted inside the courts.
- K. No littering.
- L. The use of Tennis Courts for any activity other than tennis is prohibited.

#### X. RECREATIONAL FACILITIES/KEY RELEASE POLICY

- A. Effective September 22, 2008, Adopted per Civil Code 1357.130(a).
- B. **Only one (1) key will be issued per unit/residence.**
- C. Homeowner(s) must be 'Members in Good Standing'. All Assessments must be paid current. Any Fines due must be paid in full.
- D. **Required forms must be filled out in their entirety as follows; available at Management office.**
  1. Release, Hold Harmless and Indemnification Agreement (two-page, front and back). This form is to be filled out by all Homeowners and Residents. If the property is leased, it is to be filled out by the 'Tenant(s)'. Must be signed and initialed at the bottom of each page. If you are the Owner of Record residing at your residence, this will be the only form required along with the Common Area Key Release form specifying instructions for the key release.
  2. Owner's Assignment of Membership Privileges to Tenant (single page) for leased properties. This form is to be filled out and signed by the Owner of Record. It must accompany the Release, Hold Harmless and Indemnification Agreement filled out and signed by the Tenant(s), and include a copy of the actual Lease Agreement. The only other form required is the Common Area Key Release form specifying instructions for the key release.
  3. Keys are normally issued to the Owner of Record, and it is the Owner's responsibility to give the key to their Tenant(s), unless Management receives written/signed instructions otherwise. (see Common Area Key Release Form). **When leasing your property within the Roripaugh Hills Owners Association, you are giving up and assigning your rights for use of the community facilities to your Tenant(s).** Access to the common area facilities may be denied for your tenants if the required paperwork has not been provided to the Association.
  4. In order for any Owner or Tenant to receive a key, all paperwork must be in order, filled out completely and signed. Incomplete or unsigned forms will be returned, and no key will be issued.
  5. All forms are available on the website under 'Key Release Forms' [www.roripaughhills.com](http://www.roripaughhills.com).
  6. Fee for replacement keys, \$75.00, no exceptions.

#### XI. PROPERTY MAINTENANCE

- A. Homeowners/residents shall maintain their yards so as to promote a healthy and neat appearance. This includes routine fertilization of plants, trees, and lawns, lawn mowing, weeding, tree pruning, and care for or removal of dead or diseased plant life.
- B. Broken or damaged structures attached to the house or otherwise situated on the property so as to be visible from the outside of the house must be repaired immediately.

- C. All trash containers must be removed from view within 24 hours after pickup.
- D. Address numbers are required on all houses.
- E. All mailboxes and posts are to be free of rust and in good repair, painted in original colors, with numbers properly and as originally affixed.
- F. Driveways are to be free of rust and oil stains.
- G. Driveways, sidewalks, and gutters are the homeowner's responsibility are to be kept free of weeds and debris.
- H. Building material, debris, and unsightly objects or materials shall not be stored in the front yard or be visible from the street.
- I. Any area drains, gutters, burms, swales, and attached fencing not maintained by the Association shall be maintained by the owner/owners in a neat, orderly, safe, and sanitary condition.

## XII. ASSESSMENT DELINQUENCY PROCEDURES

The assessment delinquency policy is mailed to each owner on an annual basis during November with the budget. Copies are available from Avalon Management.

## XIII. COMMUNITY RELATIONS

- A. Association members are responsible for the payment of the cost of repairs for all damage to Roripaugh Hills property caused by themselves, their family, their guests, tenants, or pets.
- B. Common area equipment (i.e. pool, tennis, park, watering systems) are to be adjusted, set, and repaired by authorized personnel only.
- C. Destruction of property: As applied to individual private property, the homeowner or resident shall reconstruct it as soon as reasonably practicable, in accordance with the original plans and specifications or approved modifications thereof (see V. B.). As to the common areas: Each owner is liable to the Association and shall reimburse it for any expenditure made to repair damage or replace item(s) damaged by the owner or any occupant of the owner's property.
- D. Noise Control: Please be considerate of those living near you and keep noise volumes as low as possible.
  1. Children must have proper supervision at all times.
  2. Nothing shall be done which interferes with the quiet enjoyment of other residents.
  3. There is a policy for all recreational areas/common areas of "No Alcohol" and "No Smoking", which will be strictly enforced.