



# Warner Woodland Townhomes

21515-21525 Erwin St. - 6255-6275 Canoga

## **NOTICE OF ADOPTED RULES AND REGULATIONS CHANGE**

### **WARNER WOODLANDS TOWNHOMES ASSOCIATION**

(Cal. Civ. Code, § 4360)

October 29, 2025

Dear Members of Warner Woodlands Townhomes Association:

As previously advised, and in compliance with California Civil Code §4360, the proposed Rules and Regulations were distributed to the membership for review and comment.

The Board of Directors carefully reviewed and considered all feedback received during the required 28-day comment period. After thorough discussion, the Board has approved the Rules and Regulation as proposed. The attached Rules and Regulations Policy will take effect November 1, 2025.

We kindly remind all owners to share this information with your tenants, guests, and household members to ensure full compliance with the new rules.

Thank you for your cooperation and support in maintaining a safe and orderly community.

Sincerely,

Board of Directors Warner Woodlands Townhomes Association

c/o La Perla Property Management

Attachment: Rules and Regulations Policy (Effective November 1, 2025)



**WARNER WOODLANDS TOWNHOMES ASSOCIATION, INC.**

# **RULES & REGULATIONS**

Effective

**November 1<sup>st</sup>, 2025**



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Rules and Regulations 2025

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## I. DEFINITIONS OF TERMS USED IN RULES AND REGULATIONS

OWNER - is Owner of record, based on title information recorded with the Los Angeles County Recorder's Office.

GOOD STANDING - means all a unit's monthly and special assessments, including late fees and fines, are paid up to date, and the owner is in compliance with all Governing Documents of the Association.

TENANT - is any resident of a unit, but not a member of the owner's household.

RESIDENT - is anyone living in a unit, whether owner or tenant. A guest becomes a resident by remaining over 30 days.

GUEST - is an invited visitor who has not been a resident within the prior 90 days.

VISITOR - is a non-resident such as a vendor having proper business on the property.

TRESPASSER - is a person on the property not having proper business with the Association, residents or guests.

PROPERTY - is all of Warner Woodlands.

GARAGE - is interior of structure designed for two vehicles.

DRIVEWAY - is paved surface for unit and garage access.

FIRE LANE - is any driveway. These areas must be kept open for emergency vehicles.

GUEST PARKING - is marked and posted as such.

UNIT - is inside any unit as defined in CC&Rs.

PATIO - is exclusive-use common area adjacent to sliding glass door(s) of unit reserved for the exclusive-use of that unit as governed by the CC&Rs.

COMMON AREA - is any part of the property not inside a unit. It may be divided into driveways, guest parking, walkways, recreational facilities, landscaping, and exclusive-use areas (patios and balconies).

COVENANTS, CONDITIONS, AND RESTRICTIONS (CC&Rs) - are legally binding documents that regulate what you can and cannot do with your property in a homeowners' association (HOA) community. These rules cover various aspects, including property maintenance, home decorations, pets, parking, and more. For instance, CC&Rs might specify the color you can paint your house, whether you can leave laundry out to dry, or the type of mailbox you may install. The goal of CC&Rs is to protect, preserve, and enhance property values within the community. If you violate these rules, you could face penalties, such as fines.

## II. RESPONSIBILITIES OF OWNERS, TENANTS, RESIDENTS, GUESTS AND VISITORS

OWNERS - Responsible shall be in compliance with all Governing Documents (CC&Rs, By-Laws, Rules & Regulations) and:

1. Must provide their current address, telephone number, and email to the Board.



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2. Must notify the Board when there is a change of residents, within 10 days and provide the Board with all residents' names, telephone numbers, email, and vehicle(s) information.
3. Are responsible for the conduct of their tenants, guests and visitors.
4. Must notify the Board of change of ownership before closing escrow.
5. Must provide tenants with a copy of these Rules and Regulations by their move-in date.
6. Are responsible for payment of all fines against unit.

### TENANTS & RESIDENTS

1. Must abide by all Governing Documents.
2. Are responsible for conduct of all pets, guests, and visitors.
3. Must notify the owner if any guest becomes a resident.
4. Must notify the owner of any changes in resident status.
5. Are prohibited from using Guest Parking.

### VISITORS & GUESTS

1. Must abide by all applicable Governing Documents or they may be prohibited from visiting the property and the owner may be fined.
2. Must abide by parking regulations.
3. Must conduct themselves in a lawful and courteous manner consistent with Governing Documents.

### III. GENERAL RULES

These rules apply to the entire property. As a supplement to the CC&Rs, these Rules and Regulations generally do not replace use restrictions from Article VII of the CC&Rs thereof, nor of the law. Instead, they describe or illustrate the activities within the property that "might detract from the appearance of the residential community or offend or cause inconvenience or damages to persons residing or visiting therein."

1. Temporary Open House signs are permitted during the duration of the Open House. These must include the unit number and a contact phone number. Including the gate code on the sign is strictly prohibited.
2. "For Sale, Rent, or Lease" signs to be placed at driveway entrances only. Signs must be 13" x 7", brown background with white or cream letters, or the reverse, a white or cream background with brown letters. The unit number must be on the sign.
3. No owner or resident may threaten or harass another owner or resident. No owner or resident may threaten or harass a Board member, appointed committee



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member, or property manager in an attempt to coerce the Board member(s) into complying with the owner's or resident's demands, or to retaliate against a Board member, appointed committee member, and property manager for actions and decisions of a Board member fulfilling his or her Board duties.

4. Entrance onto roofs is prohibited except as authorized by the Board or management.
5. No unsightly items on patios or balconies including, but not limited to towels or laundry.
6. Television and audio devices should be tuned for single unit listening only. Loud noises, yelling, loud devices, etc., that disturb residents, either from units or the common areas, are prohibited.
7. Garage sales are prohibited.
8. Cooking devices, fueled by propane or natural gas only, are permitted outside of units on patios only (no cooking on balconies). Charcoal and wood fueled devices are prohibited. Cooking on balconies is prohibited.
9. Vaping, smoking tobacco or marijuana products within twenty feet of the office and recreational areas is strictly prohibited. Persons using tobacco or marijuana products must properly dispose of them. Littering is strictly prohibited. Vaping or smoking is prohibited in the office and recreational areas.
10. Playing with skateboards, bicycles, rollerblades/skates, scooters, balls, or toys is not permitted in driveways, walkways, or other common areas.
11. No dumping of caustic fluids, oil, paint, etc., in the driveways, drains, or common areas is permitted. Contact Sanitation for proper hazardous material disposal.
12. Owners' items including, but not limited to, security company signs, satellite dishes, hoses, or water bottles may not be placed or stored in common areas except their exclusive-use portions.
13. Posting of notices at mailboxes or other locations on the property is prohibited without prior authorization by the Board or property manager.
14. No gasoline, explosives, or flammable liquids are to be brought into, stored in the units, garages, or common areas.

### IV. ARCHITECTURAL AND LANDSCAPING RULES

1. Exterior alterations, including but not limited to submitted changes, additions, and decorations are prohibited without Architectural Review and Board approval.



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2. Exterior security cameras, including doorbell cameras, may not be installed without Architectural Review and Board approval. Automatic audible responses must be disabled.
3. Tasteful holiday or party decorations may be displayed in exclusive-use areas, provided they are removed promptly after the holiday or party. Winter holiday decorations, including string lights, should be removed by January 2nd.
4. Common area landscape is the property of the Association. Residents may not add, damage, or remove plants or items from the landscape. If a resident wishes to make some change to the common area landscape, they should submit an Architectural Review - The Board will respond in writing to the request. Residents may landscape their own patio areas.
5. The trimming and removal of patio trees and plants remain the responsibility of unit owners. Plants growing in patios are not to damage the property or intrude into the common area, and must be maintained so as to be safe and neat. The disposal of green waste is the responsibility of each unit and must not be disposed of in the common areas.
6. Only suitable window treatments are permitted, i.e. shutters, blinds, and drapes. No sheets, newspaper, foil, paper, etc. No novelty curtains or drapes should be seen from outside exteriors. Examples are children's character prints or bold, bright colored fabric.
7. The exterior of front entry doors will be maintained by the Association as painted doors. If an owner wishes to have a stained finish entry door, the owner is responsible for preserving the door(s)' appearance and condition including hardware. If the door's condition deteriorates, the owner will be notified to refinish the door(s). If the owner does not have the work completed within 60 days of notification, the Association will have the exterior of the door(s) painted in order to protect it/them from further deterioration and the owner will be billed for the work. Owners must submit an Architectural Review for any changes to the entry door.
8. Patio gates shall remain closed at all times and comply with the following:
  - a. Gates shall not have makeshift wiring added to them to prevent small pets from entering or exiting the patio area.
  - b. Owners may attach a screen with an approved Architectural Review.

V.

### RECREATIONAL AREAS AND FACILITIES – POOL, SPA & TENNIS COURT

1. Pool/spa fobs, tennis court keys, and driveway gate remotes are for use by residents only and remain the property of the Association. Each unit is limited to



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two pool/spa fobs, one tennis court key, and two gate remotes. These shall be transferred to new owners or tenants. The cost to replace any of these items is \$100 each (billable to the owner).

2. Residents and their guests over the age of 13 may use the recreational facilities. Children under the age of 13 must be accompanied by an adult (18 or older). Guests must be accompanied by a resident.
3. Maximum of six guests per unit at any one time in recreational areas (except with prior permission of the Board or property manager).
4. Ponds, streams, trees, and rocks are off limits at all times. No tree or rock climbing, nor fence jumping.
5. Removal of furniture or equipment from recreational areas is prohibited.
6. No towels or other items shall be left in the recreational areas.
7. No nudity or explicit sexual conduct permitted in recreational areas.
8. Noise level to be restrained. Radios or other audio devices shall be tuned for individual listening only.
9. No food, glassware, or alcoholic drinks permitted in recreational areas.
10. No vaping or smoking allowed in any recreational area.

### A. SWIMMING POOL & SPA

There is no lifeguard on duty. Persons using the pool and spa do so at their own risk.

1. Using the swimming pool or spa requires a bathing suit.
2. Individuals who experience incontinence or are unable to control their bowels must wear appropriate diapers while in the pool or spa area.
3. No rafts, balls, pool furniture, or other hazardous objects are permitted in the pool or spa.
4. No playpens or portable (inflatable, plastic, etc.) pools in the pool area.
5. Furniture shall not be stacked or abused.
6. No foreign substance in pool or spa water.
7. No running, jumping, diving, or boisterous conduct in the pool area.



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8. Tampering with pool and spa equipment is prohibited.
9. Furniture may not be reserved.
10. Pool and Spa Hours are from 8:00 a.m. - 10:00 p.m. daily.

### B. TENNIS/PICKLEBALL COURT

1. If anyone is waiting for the courts, those actively playing must conclude within 45 minutes.
2. Lights must be turned off if no one is waiting to use the courts or before departing the enclosure.
3. Players must remove all balls and other items and close the gates upon departing the enclosure.
4. The only activities that may occur on the courts are tennis and pickleball. No toys may be used or other games played in the courts enclosure.
5. Residents and their guests over the age of 13 may use the courts. Children under the age of 13 must be accompanied by an adult (18 or older). Guests must be accompanied by a resident.
6. Non-marking tennis shoes are required at all times on court. No bare feet or other type of shoes.
7. Court hours are from 9:00 a.m. to 10:00 p.m. Saturday and Sunday and 8:00 a.m. to 10:00 p.m. Monday through Friday.

### VI. PETS

1. No pets permitted in recreational areas.
2. Dogs must be leashed when in common area.
3. Dogs must be curbed and walked directly from the residence to the perimeter or off the property. In case of unavoidable violations owners must remove any droppings and dispose of them in approved containers (dog waste stations or owner's trash can).
4. Barking, whining, howling, squawking, and loud or aggressive pets are prohibited.
5. No pet food or water to be left on patio/balcony areas.



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## VII WILDLIFE

1. Feeding wildlife is strictly prohibited. Hummingbird feeders with ant barriers exempt.
2. No standing water to be left on patio/balcony areas, including in bird baths, flower pots, or other containers.

## VIII DRIVEWAYS & WALKWAYS

1. Operation of vehicles is limited to ingress and egress to Guest Parking and garages.
2. No game playing in driveways or walkways (i.e. games, climbing, all types of playing).
3. No bike riding, rollerblading, scooter riding or skateboarding in the driveways except for direct ingress or egress.
4. Maximum speed in driveways is 11 MPH.
5. No blocking of driveways - these are fire lanes and must be kept clear at all times for emergency vehicles. Cars may be towed without notice if they are blocking driveways, garages, or emergency fire lanes.
6. No vehicle or other machine maintenance in driveways or parking areas.
7. Loading/unloading in driveways requires a driver in attendance, ready to move if obstructing traffic.

## IX WATER USAGE

*\*Other restrictions may apply during city imposed water restrictions.*

1. Spas, hot tubs, portable pools
  - a. The installation or use of spas, hot tubs, or portable pools is strictly prohibited within any unit or on any patio, balcony, deck, or other areas designated as exclusive-use common area. This includes inflatable or temporary water features intended for bathing, soaking, or recreational use.
2. Car washing
  - a. Car washing is limited to residents only and once a month.
  - b. Recreational vehicles, including RVs and boats, may not be washed on property.
  - c. Do not leave the hose on while washing your vehicle, and buckets should be employed.
  - d. Do not wash the driveways.
3. Patios
  - a. Hosing down patios should be limited to once a week. Residents should not exceed 5 minutes of continuous water usage.



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- b. No excessive watering of plants.
- 4. Trash Cans
  - a. Washing trash cans with community water is limited to once a month.
- 5. Garages
  - a. Hosing down of garages is limited to once a month. Residents should not exceed 5 minutes of continuous water usage.

### X MOVING

- 1. Moving vans permitted during daylight hours only. Moving vans should not block walkway, garage, or driveway access. Driver must be immediately available to move the vehicle.
- 2. Recognizing the fact that damage, wear, and tear to the common area takes place with the change in occupants of any unit, a Move-in / Move-out fee is hereby established. The fee of One Hundred Dollars \$100.00 for Move-in, and the fee of One Hundred Dollars \$100.00 for Move-out, shall be made each time a change in occupancy effected by moving occurs within any unit of this Association.
  - a. When a unit is sold, the seller will pay a \$100 Move-out fee
  - b. When a unit is purchased, the buyer will pay a \$100 Move-in fee
  - c. When a unit is rented, the owner will be responsible for both a Move-out and Move-in fee totaling \$200.

### XI PARKING REGULATIONS

Any exceptions of enforcement for this section is by management or Board of Directors only. Parking violators may be ticketed, fined, and/or towed. Improperly parked vehicles are towed at owner's expense Towing company is Jon's Towing.

- 1. Parking regulations cover vehicles and objects, owned, rented, leased, or borrowed.
- 2. Garages shall not be altered to prevent parking of two vehicles.
- 3. Storage in garage does not permit parking elsewhere on the property.
- 4. Residents must park in their garages or off the property.
- 5. Residents with more than two vehicles may NOT park elsewhere on the property, including Guest Parking.



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6. Garage doors shall remain closed at all times except for ingress and egress. Emergency releases for detached garage must be kept in working order by unit owner. Remotes and garage door openers remain the responsibility of unit owners.
7. No vehicles larger than pickups or vans allowed on property overnight.
8. No defacing, removal or obstruction of parking signs.
9. Guests must park in marked and posted Guest Parking spaces or in garages by permission.
10. No parking in the same place (other than inside garages) in excess of 24 hours.
11. Guests may not park more than four times in one month without prior permission by the Board of Directors or property manager.
12. No charging of electric or hybrid cars, motorcycles, or any other type of electric or hybrid vehicle are permitted in detached garages.

## XII REFUSE & CLEANLINESS

1. Trash for pickup must be in the container provided by the City with the unit number displayed on the side. Littering is prohibited; this includes large items, such as appliances. Trash or discards of any kind may not be abandoned anywhere on-site.
2. Garbage collection is scheduled for Friday morning (except for holidays). Cans are not to be set out prior to Thursday and should be removed within 24 hours of trash pickup (Saturday, except for holidays). Bulky item and charitable donation pick-ups are subject to the same time restrictions, and such items may not be left out sooner than the day prior to the scheduled day of pick-up. If the pick-up is missed, the item must be put back inside the unit until the day before a rescheduled pick-up.
3. Bulky items must be placed next to your trash container. They may not be taken to the curb or left anywhere else on the property.
4. Blue recycling cans have the same regulations as the regular trash bins.
5. Residents may not place trash or other items they are discarding in, on, or around the WWTA dumpster.
6. Residents may only use their own individual container. Use of neighboring trash containers is prohibited without permission.
7. All trash must be placed in the containers, and not next to it.
8. Townhomes- trash containers must be placed away from the gas meters.



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9. Condos- trash containers must be placed 3 feet from the garage, and the opening of the lid should be perpendicular to the garage.

### XIII BOARD MEETING RULES

1. Disorderly, threatening behavior toward the Board or other members during a meeting—is a violation of the rules. Homeowners must observe the rules of order established by the Board for the orderly conduct of meetings. Any owner who refuses to leave immediately after being asked, will be assessed a fine.
2. Only homeowners may participate at Board meetings, non-owners may attend, at the Board's discretion, but as observers only.
3. Recording of Board meetings, either audio and/or video recording, is prohibited, unless specifically permitted, upon written request, and announced by the Board at the meeting. Written requests for recording a meeting must be received by the Board at least seven days prior to that meeting. The Board will respond in writing at least 24 hours prior to the meeting.
4. No Association member shall serve on the Board, continue on the Board, or be eligible to run for the Board, if they have been convicted of any felony involving dishonesty, or been the cause of any loss in connection with any Employee Dishonesty or Directors and Officers Negligence Claim.
5. No person other than an Association member may vote on Association business in compliance with California Civil Codes. ~~or hold a proxy~~.

### XIV ENFORCEMENT

Ignorance of the Rules and Regulations does not preclude enforcement. Appeals to fines must be directed to the Board of Directors within 10 days of notification that a fine has been assessed. The Board may suspend membership rights for those who are repeat violators or for units that are not in good standing.

### NEW SCHEDULE OF FINES

EFFECTIVE SEPTEMBER 1, 2025

To ensure compliance with the Association's Rules and Regulations, the Board of Directors reserves the right to enforce these rules in accordance with California Civil Code and the Association's governing documents.



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Violations of the Rules and Regulations may result in the imposition of fines. In accordance with current California law, the fine for any individual violation shall not exceed **\$100 per violation**, unless a higher amount is authorized by the Association's governing documents and permitted by law.

Prior to the imposition of any fine, the homeowner will be provided notice of the alleged violation and given an opportunity to be heard at a duly noticed hearing before the Board or its designated committee.

Each day a violation continues may be considered a separate violation subject to additional fines, unless otherwise prohibited by law.

All fines and costs associated with enforcement will be assessed to the owner's account and may be subject to collection in the same manner as assessments, in accordance with the Association's collection policy.

Failure to pay fines issued after due process may result in a loss of privileges including, but limited to use of pool, tennis/pickleball courts, cancellations of bulk cable and internet services.

### LEASING OF UNITS ADDENDUM – Effective 7/17/2012

#### XV LEASING OF UNITS

1. Owners must abide by all leasing rules and regulations. Failure to comply may result in a fine. Continued noncompliance may result in revocation of leasing approval.
2. Rental Maximum. No more than forty-percent (40%) of the Units ("Rental Maximum") may at any one time be leased, except for Current Unit(s) and Hardship Exceptions as set forth herein.
3. Protection of Current Units. Pursuant to Civil Code §4740, all Units owners that acquired title prior to the effective date of this Amendment shall be exempt from the Rental Maximum ("Current Units") until such time as (1) the Unit is sold or otherwise transferred to a new Owner as defined by Civil Code §4740(c), or (2) the owner of a Unit expressly consents to be subject to this amendment.
4. Owners shall not lease a Unit for an initial term of less than 30 days.
5. Residential Rentals Only/No Subleases. Owners shall not use a Unit for transient or corporate housing for employees of an Owner. All rentals must be for the entire Unit, and not for any partial portion of such Unit. Timeshare developments, timeshare estates, timeshare programs and timeshare uses of Units are prohibited. Short term rentals (STR) are prohibited. No subleases of any Unit or portion of any Unit shall be permitted.



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6. Units shall not be listed, advertised, or made available for rent on websites or platforms primarily designed for short-term rentals, including but not limited to Airbnb, VRBO, HomeAway, Booking.com, or any similar service.
7. Procedure Required. Any Owner who wishes to lease their Unit must comply with the following procedure before leasing:
  - a. The Owner shall submit a request to lease in writing to the Board of Directors.
  - b. If the number of leased Units, plus the requesting Owner's Unit does not exceed Rental Maximum, the Owner may lease their Unit.
  - c. If the number of leased Units plus the requesting Owner's Unit exceeds the Rental Maximum, the Owner's name will be placed on a waiting list.
  - d. When the number of Units leased plus the next Unit in line to lease no longer exceeds the Rental Maximum, the Board will notify the Owner of that Unit in writing that they may lease their Unit. The Owner shall have sixty (60) days to lease the Unit. If the Owner is unable to lease the Unit within sixty (60) days, the right to lease shall be given to the next Owner on the lease waiting list.
  - e. Hardship Exception. An Owner who submits a request to lease when the number of Units leased plus the requesting Owner's Unit exceeds the Rental Maximum may request one twelve (12) month hardship exception to the leasing restriction based upon a documented change in health, work, family or financial condition. Such reasons could include extended convalescence, temporary job reassignment more than sixty (60) miles from the Community, or other ~~similar~~ serious situation out of the control of the Owner. Such requests for hardship shall be submitted in writing to the Board for consideration.
8. Duration of Lease. An Owner given permission to lease their Unit shall be entitled to lease the Unit until the Owner reoccupies it, or the Unit is sold or otherwise transferred to a new owner.
9. Notification. Board of Directors must be notified seven days prior to a change in tenancy. Any Owner who has been authorized to proceed with the lease of their Unit shall provide the Board of Directors—seven days' notice prior to ~~ef~~ the tenant's occupancy with:
  - a. The name of the tenant and all persons who will reside in the Unit.
  - b. Contact information
  - c. Vehicle information
  - d. Emergency contact information



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- e. The Owner's offsite address and phone number.
- 10. Lease Conditions/Responsibility of Tenant. All leases shall be in writing, and shall expressly provide that the terms of said lease are subject in all respects to the Governing Documents, copies of which shall be attached and incorporated into the lease. The Owner shall provide the tenant with any later adopted versions/amendments of such documents. The Owner shall require as a condition of tenancy at the Community that the tenant agree in writing that they will comply with and agree to be bound by the Governing Documents. Owners are responsible for ensuring that their tenants comply in all respects with Governing Documents.
- 11. Any Unit occupied by someone other than the record Owner of the Unit, and without the Owner of record also occupying the Unit, shall be considered a leased Unit.
- 12. Assignment of Rent. Consistent with Article VI of the Declaration, Owners of Units are responsible for the payment of assessments. On becoming delinquent with the payment of Assessments, late charges, interest, costs, or attorney fees levied by the Association, each delinquent Owner shall be deemed to have absolutely assigned to the Association all rent, issues, profits, cash proceeds, or any other money now due or to become due under any existing or future agreement for the use or occupation of any part of any Unit, regardless of possession of such Unit. "Cash proceeds," as used in this Section shall mean cash, checks, deposit accounts, and the like. This assignment is made for the purpose of collecting all Assessments, costs, expenses and other amounts due to the Association. The assignment may be enforced by one or more of the following:
  - a. The appointment of a receiver
  - b. Obtaining possession of the rents, issues, or profits
  - c. Delivery to any one or more of the tenants of a written demand for turnover of rents, issues, and profits.
- 13. Fees.
  - A fee of \$100 will be charged for each tenant Move-out. A fee of \$100 will be charged for each tenant Move-in.
    - a. Owners are responsible for both the Move-in and Move-out fee for a total of \$200.
    - b. Owners are responsible to provide tenants with one tennis court key, two pool fobs, two gate openers, and two guest parking passes.

### Access



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1. Each unit is entitled to the following:
  - a. 1 tennis court key
  - b. 1 pool fob
  - c. 2 guest parking passes
  - d. 2 gate remotes
2. Replacements for lost or damaged access items can be purchased for \$100/each.
  - a. If any vehicle uses a parking pass that has been reported lost or stolen, it will be subject to immediate towing.
3. When the unit is sold or leased, all access items must be given to the new owner or tenant.

### **PATIO UMBRELLA AMENDMENT – Effective 1/15/2013**

- a. Umbrellas must be tan, brown, or dark green.
- b. Umbrellas must fit within the confines of the patio walls.
- c. Instant canopies (example: EZ ups) are not permitted.
- d. Attached lights or decorative features must be approved by the Architectural Committee.
- e. Any nonconforming covers or structures must be approved by the Architectural Committee.
- f. The compliance date of these Rules will be 90 days after it is ratified by the Board.



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## **FINE SCHEDULE AND ENFORCEMENT POLICY FOR NONCOMPLIANCE WITH THE GOVERNING DOCUMENTS**

The CC&Rs and Association rules ("Governing Documents") are in place for the benefit of all residents and all Owners of the Community. Owners are responsible for the conduct of their tenants and guests and are subject to fines and other appropriate enforcement following due process, if the Owner, their tenant, or guests are found not to be in compliance with the Governing Documents and California Civil Code (as required by AB 130).

In the event a violation is observed or reported, the Owner will receive an initial notice of noncompliance letter and be provided an opportunity to correct the violation. If the violation continues or is not corrected, prior to the Association imposing a fine or other enforcement against an owner, the Owner will be provided a formal notice of the violation reportedly committed and an opportunity to attend a hearing before the Board to address the reported violation, pursuant to Civil Code Section 5855.

If the Owner corrects the violation prior to the hearing, no further enforcement will occur.

Alternatively, if the Owner is unable to correct the violation prior to the hearing, and provides a financial commitment to correct the violation, no further enforcement will occur.

Following the hearing, upon a determination that a violation has been committed, the Board has discretion to impose a fine of up to \$100 along with further enforcement measures for the violation.

If, following the hearing, the Board and the Owner agree with the enforcement imposed, the parties shall sign a written resolution documenting the enforcement agreed to. This signed resolution is binding and judicially enforceable.

### **Health and Safety Violation Fine Schedule**

Notwithstanding the above \$100 maximum violation fine, for each violation of the Governing Documents determined by the Board to result in an adverse health and safety impact on the Common Area or another separate interest, the following fine schedule shall apply:

First occurrence:	\$100 fine
Second occurrence:	\$250 fine
Third occurrence:	\$500 fine
Each additional occurrence:	\$1,000 fine

The imposition of the above fine schedule for health & safety related violations shall be preceded by a written finding by the Board, in an open Board meeting, specifying the adverse health or safety impact of the violation.