

320 Hermosa Avenue  
Unit #104  
Hermosa Beach  
California 90254

10/6/90

Dear Homeowner, *Sandside Villas*

In response to numerous complaints concerning the conduct of some of the occupants of Sandside Villas and their guests, the Association Board of Directors has passed Rules of Conduct pertaining to the building. A copy is enclosed for your information. It is strongly suggested that you provide copies to all occupants and guests of your unit.

I want to call your particular attention to Rule 4 concerning security. The Board has decided that the costs of repair and replacement to the front and auto gates will be passed on to those owners whose occupants and guests cause damage to them. Past experience has shown that repairs are needed on the average of every tenth time they are forced. This Rule therefore assesses owners of units whose occupants and guests force the gates, an amount equal to one-tenth of the repair cost for each violation. In the case of the auto gate, the amount is substantial.

I am also enclosing a copy of several other motions passed by the Board at its 10/6/90 meeting for your information.

Finally, I want to bring to your attention Article VIII C of the CC&R's which provides as follows:

"C. No owner shall, at his own expense or otherwise, make any alteration, addition or modification to the building in which his unit is located or to any part or portion of the Common Area, without the prior written approval of the Board. With respect to the installations to any individual unit, the prior written consent of the Board shall be exercised with a view toward promoting uniformity and thereby enhancing the attractiveness of the property as a whole."

Owners who have made such modifications without Board approval must either remove them or make written application to of the Board to retain them within fifteen days of the date of this letter. Applications should be delivered to me.

Very truly yours,



MICHAEL R. SHANKLIN  
President, Seaside Villas Homeowners Association

enc.

## SANDSIDE VILLAS RULES OF CONDUCT

Sandside Villas Homeowner's Association has approved Rules of Conduct which apply to building occupants and their guests. A unit owner is responsible for his or her own conduct as well as the conduct of others who occupy or visit his or her unit. This is the case regardless of whether or not an owner is present at the time of a violation or resides in the unit. It is suggested that these Rules be brought to the attention of all occupants and guests.

The Rules will be enforced against unit owners by a warning for the first violation of any rule, followed by a \$50.00 fine for each subsequent violation.

The following procedure and fines are in effect:

1. An owner will be contacted by an Association Board member and advised orally or in writing of a violation of the rules as soon as possible after a violation is reported. The owner will take all possible steps to immediately correct or stop the violation. Each non-resident owner shall keep the Association Secretary informed of a telephone number at which he or she can be reached.
2. Upon a first violation, the Association Secretary shall send a written warning to the owner containing the date, time, rule violated and nature of the violation. The notice shall also state that the owner will be fined \$50.00 for each violation of the same rule which occurs within thirty days following the first violation.
3. Upon each subsequent violation of the same rule during the following thirty (30) period, the Association Secretary shall give the owner concerned fifteen (15) days prior written notice of the imposition of the fine.
5. The notice shall be personally delivered to the owner or sent by regular mail, postage prepaid, to the last known address as it appears on the records of the Association. Notice shall also be sent to the owner at the unit address.
6. The notice shall contain the date, time, rule violated and nature of the violation. It shall also state that the owner may challenge the imposition of the fine by submitting a written statement or a written request to appear before the Association Board not less than five (5) days prior to the date of imposition specified in the notice.
7. In the event such a challenge is received in a timely manner, the President of the Association shall call a meeting to consider it and shall decide, by majority vote, whether or not to impose the fine. Otherwise, the fine shall be imposed automatically, in accordance with the notice.

8. The Secretary of the Association shall notify the owner in writing of any action by the Association Board as soon as practicable.

9. The fine shall be due upon imposition if not challenged. If challenged, it shall be due upon notification of action by the Association Board.

*Effective 10/6/90*

4

## RULES OF CONDUCT

1. Noise. Occupants and guests will conduct themselves in such a way as not to disturb others. Noise will be kept to minimum at all times. Between the hours of 10:00 P.M. and 10:00 A.M., occupants and guests shall:

- a. Refrain from using the washing machines or dryers.
- b. Lower their voices while in the courtyard area.
- c. Ascend and descend stairways quietly.
- d. Keep stereos, T.V.'s and VCR's at levels which cannot be heard by other occupants.

2. Parking. The following rules shall apply to parking:

- a. No parking is allowed in the common areas or in a building parking space other than one assigned to an occupant. Automobiles parked in violation of this rule will be towed. In addition to a fine, towing and impound fees will be charged to and collected from the owner of the unit whose occupant or guest owns the offending vehicle.
- b. All items stored in an assigned parking space shall be kept in the storage box located above the space.
- c. Flammable materials shall not be stored in or around parking areas, or in the storage boxes located in them.

3. Common Areas, Approaches to Units and Balconies.

- a. Common areas and doorways, balconies and approaches to units shall be kept clean and free of trash and debris.
- b. Objects shall not be dropped or thrown from a balcony.
- c. Laundry, clothing, rugs, towels, and the like shall not be draped over or hung from balcony rails.
- d. Plants or decorative objects shall not be placed on balcony rails.
- e. Shelves or other attachments to balcony rails shall be constructed in such a manner as to not be visible from the street.
- f. Bicycles, skateboards or motorcycles shall not be parked or stored in common areas.
- g. All trash deposited in the fenced area on the south side of the building will be placed in appropriate containers.
- h. Loitering in the common areas is prohibited.

4. Security. Building security will be observed at all times. Owners, occupants and guests shall not:

- a. Give keys or garage door openers to persons other than resident family members and guests. In the event a key or an opener is given to a guest, a Board Member shall be

advised in writing of the guest's name, address, home telephone number and the length of time he or she shall have a key or opener, prior to the times the key or opener is given to the guest. The time shall not exceed the period a person is a guest.

b. Force or attempt to force a security gate or door. In addition to being fined, each owner shall be charged according to following schedule for violations of this rule:

- (1) Front Gate - \$40.00 per occurrence
- (2) Auto Gate - \$300.00 per occurrence

These charges shall be made for the first violation, without prior warning, and for all subsequent violations, regardless of the period over which they occur. The proceeds shall be used as a reserve for repair or replacement of the gates.

MOTIONS PASSED AT THE ASSOCIATION  
BOARD MEETING HELD ON 10/6/90

TO THE OWNERS OF SEASIDE VILLAS:

On 10/6/90, the Association Board of Directors passed the following motions which are effective immediately:

1. Water Beds. Water beds are prohibited in the building.
2. Non-Owner Occupied Units. Non-resident owners will be charged a monthly management fee of \$50.00. The fee will be waived for any month during which members of the Association Board are not required to devote any time or expense in dealing with the occupants of such a unit or their guests. In the event an owner feels that a fee imposed for any single month is improper, he may file a written objection to it or request to appear before the Association Board. Such objections or requests shall be filed with the Association Secretary not more than thirty days after receipt of a bill for the monthly charge concerned. The Board shall then decide whether or not to impose the fee for the month in question and the Association Secretary shall promptly notify the owner of the Board's decision.
3. Association Dues, Fines and Other Charges. Any amount due to the Association for dues, fines and other charges, which remains unpaid for more than fifteen (15) days after it is due, shall be subject to a \$10.00 late charge for each month it remains unpaid. This shall be in addition to interest at 7% per annum as provided in Article IV of the CC&Rs.
4. Entry of Units in Event of Emergency. Each owner and occupant of the building is authorized to enter the unit of every other occupant in the event of fire, gas leak, or other emergency which could cause damage to other parts of the building. Any such entry shall be reported to the owner of the unit by the person who entered the unit immediately after the entry.

COMMENTS TO MOTIONS PASSED ON

10/4/90

Waterbeds are prohibited as they cause structural damage. We have had this occur in Units 203 and 103. The loft in 203 bowed and destroyed the windows in 103. The loft had to be reconstructed.