

CASA CANON HOMEOWNERS ASSOCIATION

HOMEOWNER HANDBOOK

CREATED – FEBRUARY 2001

REVISED – JANUARY 2003

REVISED – NOVEMBER 2004

REVISED – JANUARY 2010

REVISED – MARCH 2012

REVISED APRIL 2014

REVISED JANUARY 2018

REVISED JANUARY 2020

REVISED SEPTEMBER 2020

REVISED AUGUST 2023

RULES & REGULATIONS

The Casa Canon Homeowners Association (Association) has adopted the following Rules and Regulations in an effort to ensure a community that allows residents to enjoy and benefit from a safe and comfortable environment for the homeowners, tenants and guests while maintaining the respect and courtesy of our neighbors, community environment and common property values.

We ask you to regularly review these Rules & Regulations and to do your part as a community member to ensure that your family, tenants and guests abide by them at all times. Reported violations of these Rules & Regulations to the Association Management Company are held in strict confidence and allow for swift remedy of the situation.

Homeowners that choose to rent or lease their unit must register the new residents' information with the management company within seven (7) business days of the residents' move in date.

PARKING:

The parking rules were adopted in an effort to maximize the available parking in the complex. Any violation of the following rules can result in the towing of the vehicle at the vehicle owners expense.

Tustin Avenue, Kodiak Street and Santa Ana Canyon Road are City streets. Use of, and parking on, these streets is governed by the California Vehicle Code and City of Anaheim Ordinances, and enforced by the City of Anaheim (Tustin and Kodiak) and the City of Orange (Santa Ana Canyon Road). The Association may make no rules with regard to use and parking on these streets. The Association also accepts neither responsibility nor liability for actions and enforcement of the California Vehicle Code on these streets.

- A. The parking lot at the pool and parking spaces adjoining Casa Canon properties along the alleys behind Kodiak Street and between Kodiak Street and Tustin Avenue are owned and maintained by the Association. The Rules & Regulations for parking in these areas (Common Area) are as follows:
1. Residents will be issued one (1) Resident Parking Permit, which will enable them to park one (1) vehicle in the Common Area. Due to the fact that there are less than 100 parking spaces in the Common Area, parking is available on a "first-come, first-served" basis. Overflow parking and units with additional vehicles must park in the unit's garage or on the City streets per the terms set forth in the California Vehicle Code and the City of Anaheim. Any vehicle that is parked in the Common Area without a proper Resident Parking Permit is subject to cite and tow at the vehicle owner's expense.
 2. To accommodate residents that are moving into or out of the community, please call the Association Management Company for temporary parking privileges, for your moving van.
 3. The time limit for parking in the spaces at the pool and the spaces between the buildings in the alley is 72 hours. Vehicles that exceed this time limit are subject to cite and tow at the vehicle owner's expense.
 4. Storing of vehicles in the common area parking spaces is prohibited. Vehicles that are moved from one space to another to comply with rule #4 will be considered stored. Stored vehicles will be subject to cite and tow at the vehicle owner's expense.
 5. Residents who are planning an extended vacation may extend the seventy-two (72) hour time limit for parking in the Common Area by contacting the Association Management Company. For example: Maximum of two weeks is allowed for parking a vehicle in the Common Area, for only vehicles of the household. ~~Call the Association's Management Company for an extension.~~ This will allow the Association management Company to notify the parking Patrol Company to "Safe-List" that vehicle so they are aware that it has permission to be parked in the Common Area past the seventy-two (72) hour time limit. These vehicles must be parked in the open parking spaces in front of the pool area. If PRIOR arrangements have not been made, the vehicle is subject to cite and tow at the vehicle owner's expense.
 6. The parking of commercial vehicles in the Common Area is prohibited. For the Casa Canon Homeowners Association's purpose, commercial vehicles are defined as, but not limited to, vehicles having any of the following attributes: Construction Racks, Tool Boxes, Stake Bed, or Dual Rear Wheel. Tool boxes within the pickup bed are exempt.

7. The parking of any Recreational Vehicle, boat or trailer in the Common Area is prohibited.
 8. The parking of inoperable vehicles in the Common Area is prohibited. For the Casa Canon Homeowners Association's purpose, an inoperable vehicle is one that may not be legally driven on the California street or roadway. A vehicle with expired registration is considered inoperable.
 9. Parking is permitted in marked spaces only and is available on a "first-come, first-served" basis. There are no spaces assigned or reserved for any specific unit. Vehicles must be wholly contained in a space and may not overlap the white restraining lines of the parking space. Any vehicle that is parked in violation of this provision is subject to cite and tow at the vehicle owner's expense.
 10. The alleys on Kodiak Street and between Kodiak Street and Tustin Avenue are fire lanes. Parking an unattended vehicle in a fire lane is prohibited. A resident may wash their vehicle in the alley as long as they remain with the vehicle and are available to move the vehicle on a moment's notice. A resident may park in the alley to load or unload their vehicle as long as they are actively loading or unloading. The time limit for loading and unloading is ten (10) minutes. Any vehicle that is parked in violation of this provision is subject to cite and tow at the vehicle owner's expense. No vehicle washing by a commercial service are allowed.
 11. At no time may a vehicle be parked in a way that blocks access to a garage, trash container or other legally parked vehicle. Any vehicle in violation of this provision is subject to tow without notice at the vehicle owner's expense.
 12. Persons parking in the Common Area do so at their own risk. The Casa Canon Homeowners Association accepts no liability for damage to, and/or theft of or from, vehicles parked in the Common Area.
 13. A motorcycle is considered a "vehicle" and is subject to the same provisions and restrictions.
- B. Other Rules & Regulations related to vehicles are as follows:
1. The speed limit in the pool parking lot and the alleys is 15 M.P.H.
 2. The speed limit on the city streets are as posted.
 3. Driving and/or parking on the greenbelts or sidewalks is prohibited.
 4. Repair and restoration of vehicles is permitted only in the unit's garage.

5. Vehicle annoyance is prohibited. This includes vehicles that cause excessive noise, whether in or out of the garage.
6. Vehicles that leak oil or any other fluids are not permitted to be parked on the Common Area.

POOL:

Surveillance cameras are monitoring the pool and park areas 24 hours a day, seven (7) days a week.

1. Access to the pool area is by card key only. Access is restricted to unit owners in good standing with the Casa Canon Homeowners Association and tenants whose landlord has a "Delegation of Use" form on file with the Association's Management Company. A member in good standing is defined as one who is current in the payment of their Association dues and does not have an unresolved dispute concerning rule violations with the Casa Canon Homeowners Association. Use of the pool is limited to resident and their guests. A resident with a pool key must be present at all times. The security company may ask a resident to produce their card key without notice. Failure to produce a key will result in expulsion from the pool area.
2. The pool hours are 10:00 a.m. to 10:00 p.m. daily. Any resident who is found in the pool area outside of these hours will be considered in violation of these Rules & Regulations. Any non-resident, who is not in the company of a resident at any hour, will be considered to be trespassing and may be detained by the Association Security Company for arrest by the Anaheim Police Department.
3. The Association does not provide a lifeguard; therefore, any owner, resident or guest that uses the pool does so at their own risk.
4. The California Department of Health & Safety requires that the pool gate be closed and latched at all time. The gate to the pool area may not be left propped open or unlocked for any reason at any time. Violation of this rule will result in loss of pool area privileges.
5. Residents are responsible for the conduct of their family and guests while in the pool area. In the case of a tenant occupied unit, the unit owner is ultimately responsible for the conduct of their tenants, the tenant's family and guests. In addition to residents, the number of guests is limited to three (3) per household in the pool area at any one time.
6. No person under the age of fourteen (14) shall be allowed in the pool area unless accompanied by an adult resident who is at least eighteen (18) years of age. A non-resident, regardless of age, must be accompanied by an adult resident at all times in

the pool compound. A person between the ages of fourteen (14) and eighteen (18) may not accept responsibility for any other person.

7. The following are not permitted within the pool area at any time:
 - a) Glass objects of any kind.
 - b) Wheeled toys and modes of transportation including but not limited to, bicycles, skateboards, roller skates, roller-blades, scooters, big wheels.
 - c) Running, horseplay and roughhousing.
 - d) Pets.
 - e) Alcohol or persons in possession of alcohol.
 - f) Drugs or drug use.
 - g) Persons under the influence of alcohol or drugs.
 - h) Ball playing or Frisbee throwing.
 - i) Barbeques or cooking grills.
8. Proper swim apparel must be worn by anyone swimming in the pool. Cut-offs, T-shirts and other street wear are prohibited in the pool. Infants and toddlers who are not toilet trained must wear "swimmers" (disposable diapers made for swimming) whenever they are in the pool. Standard disposable diapers are not acceptable or permitted.
9. Towel racks are provided. Placing towels, clothing or other items on flowers, trees or landscaping in the pool area is prohibited.
10. Toys and sporting equipment are not permitted in the pool.
11. Metal objects such as hairpins and clips are not permitted in the pool.
12. Diving and cannonballing are prohibited.
13. Smoking is prohibited in the pool area.
14. Food and drinks are not permitted within three (3) feet of the pool.
15. Unsanitary practices such as nose blowing, spitting and urinating is not permitted in the pool. Rinsing off is recommended for all swimmers prior to entering the pool.
16. The safety equipment provided in the pool area is for emergency use only.
17. Users of the pool area must keep noise levels to a minimum to avoid disturbing nearby residents. Radios and other electronic listening devices must be played at moderate levels. You may be asked to wear headphones.

18. Persons who create a nuisances or disturbance may be asked to leave the pool area.
19. Granting access to the pool area to any person who is not your guest(s) or a member of your residence is prohibited. For example: Lending your pool key to anyone outside of your residence or allowing entrance into the pool area to persons without a pool key; may result in the loss of your pool area privileges.
20. Any person who causes damage to any component of the pool area, including but not limited to, the pool equipment, fence, deck, water contamination, landscape, card key reader, restrooms or clubhouse, shall be held responsible for any costs incurred by the Association in the repair or replacement of the damaged item. The costs shall be recovered by the Association in the form of a Special Assessment.
21. Violations of these pool rules may result in fines being levied against the responsible homeowner's account and/or suspension of pool privileges.
22. Homeowners are obligated to report lost or stolen pool keys to the Association Management Company. Replacement card keys cost \$50.00.

CLUBHOUSE:

The clubhouse is available for rent to current residents that are in good standings with the HOA. Tenants must have a Delegation of Use form on file with the Management Company, completed by their Homeowner.

PETS:

1. The Association has adopted the City of Anaheim; Orange County Animal Control Service mandated "leash law." All dogs on public property or common private property must be on a leash and under the control of their owner or other responsible party.
2. Persons who walk their dogs must clean up after them at all times. No messes shall be left for others to clean up. Animal waste must be disposed of in a sanitary manner.
3. Pet owner's back yards and patios must be regularly cleared so that a health-related nuisance is not allowed to exist.

4. Pet related nuisances such as noise, aggression and destruction of property must be addressed immediately. Annoyances must be kept to a minimum. Violations should be reported to the Anaheim Animal Control and to the Association Management Company.
5. Pets are not allowed in the pool area.
6. No feeding of domestic or wild animals in the front of units, no bowls/plates for food or water are to be placed out front of anyone's unit.

COMMON AREA:

The Common Area of the Association Community, which includes the greenbelts, walkways and alleys, are there for the use and enjoyment of all residents of Casa Canon Homeowners Association. The following guidelines and restrictions have been adopted by the Board of Directors concerning use of the Common Area:

1. Parties and get-togethers that are exclusive to any particular unit should be confined to the rear patio and yard of the hosting unit.
2. Any Common Area, including pool area and the recreation/park area west of the pool, must be left clean and free of debris after use.
3. Storage of toys, sporting equipment, lawn furniture, barbeques, and any other personal items in the Common Area is prohibited. Personal items left in the Common Area may be confiscated by the Association. Any costs incurred by the Association in performing the confiscation of personal items from the Common Area (minimum charge is \$50.00) will be demanded in the form of a Money Order or Cashier's Check before the items are returned to their owner. In addition, the Association reserves the right to levy fines against offending unit owners for failure to comply with the Rules & Regulations
4. Garden hoses are permitted in the Common Area provided they are stored properly with a hose retainer when not in use. The hose ~~real~~ reel shall be free standing. Garden hose improperly stored in the Common Area may be confiscated without notice.
5. All planters whether in front of or adjacent to each unit are included Common Areas and are maintained by Association's landscape maintenance contractor. Residents may place potted plants on the front stoop of their unit provided they are in a decorative planter saucers and do not block access to any walkway or doorway. Potted plants may not be placed on the stairs leading to the upper "D" units as this may create a safety hazard.

TRASH COLLECTION BINS:

Trash bins are placed throughout the community for resident use. Trash must be fully contained within the bin. Placing trash in front of or to the side of the trash bin is prohibited. Trash left outside your unit is strictly prohibited. Items such as larger cardboard boxes should be compacted as small as possible. Lids on the bin should be kept closed at all times to prohibit fly and rodent infestation. Pilfering through the trash is prohibited. It is recommended that all personal information be shredded prior to placement in the trash bin to prevent identity theft. Large items; i.e., furniture, electronics, large toys are not allowed inside the trash bin and leaving such items outside in the Common Area is prohibited. If pick-up service is required for large items, contact management company.

Cat Litter must be placed in bags, before dumping into the trash bins. All trash must be in bags before dumping into the trash bins.

MISCELLANEOUS:

1. No owner, resident or guest may climb any tree on the Common Area. Only the Association's landscaper or Arborist is permitted to climb any tree without prior, written permission from the Association.
2. Loitering or trespassing in the Common Area is prohibited.
3. Homeowners are responsible for the actions of their families and guests. Owners who rent their unit are responsible for the actions of their tenants, their tenant's families and guests. The unit owner will be considered the responsible party and held financially liable for the costs incurred to correct any situation caused by actions of all parties noted above.
4. Street vendors and solicitors within the Casa Canon community are prohibited.
5. Garage Sales may only be held in the unit's garage area and items may not block access to another garage. Items for sale are not permitted on the green belts or Association Common Area.

ARCHITECTURAL GUIDELINES

The Casa Canon Homeowners Association is comprised of twenty-five (25) buildings that consist of four (4) condominium units in each building. The buildings and their components are owned

and maintained by the Association with the exception of components that serve one (1) unit exclusively; i.e. front doors and screens, windows and screens, plumbing, wiring and other

electrical components, air conditioning units, patio covers, front and back lights and garage doors. The maintenance, repair and replacement of these components are the responsibility of the individual unit owner.

The appearance of the exterior of the buildings and the units that comprise them is the sole responsibility of the Association. All improvements, alterations or changes to the exterior must have prior approval by the Board of Directors. An owner may only make improvements to the exterior of any building that fall under his/her maintenance responsibility. The guidelines for repair, replacement or improvement of these components are set forth below:

FRONT DOORS:

All replacement front doors require **PRIOR**, written approval from the Association. All Replacement doors will be considered and approved on a case by case basis. Any front door, original or replacement, must be painted white.

SCREEN/SECURITY DOORS:

Screen doors and security doors are permitted.

Screen doors may be white or black. They must be securely latched and kept closed when not in use. All necessary hardware must be present. Screen doors must be maintained free of tears, may not be bent or broken, and must be repaired or replaced when required by the Association. New or replacement installation must be approved by the Association, in writing, **PRIOR** to the installation.

WINDOWS:

Broken windows are not permitted and must be replaced within seventy-two (72) hours of the break. Broken window glass may be replaced without prior Association approval.

Any replacement windows that deviate from the original installation must be approved by the Association in writing, **PRIOR** to installation. New windows must be dual-paned, white (aluminum or vinyl-clad) in color, and solid with no divided windowpanes or divided windowpane effect. Replacement windows may not deviate from the original construction in size, shape or size of window glass.

Window tinting is permitted. Tinting film must be gray and may not exceed 50% darkness. Mirrored/reflective type film is not permitted. Window tint must be kept in good condition free from tears, streaks, bubbles and discoloration. Window tint must be repaired or replaced at the owners expense when required by the Association.

WINDOW SCREENS:

Window screens are required on all non-stationary windows. Screens may not be torn or bent. Damaged or missing screens must be replaced upon notification from the Association.

WINDOW COVERINGS:

No exterior window coverings are permitted. Interior window coverings must be kept in good repair as viewed from the exterior of the unit. Newspaper or other paper products, foil, blankets, bed sheets and linen may not be used as window coverings. Only items manufactured as window coverings are permitted. Interior window blinds must be kept in good repair, open and close correctly and be free from bends and missing slats. Window coverings must be repaired or replaced when required by the Association.

No items may be set on the inside window sill and visible from outside the unit and from the Common Area.

Non-seasonal stickers or decals are prohibited on any window. Exception is made for decals that state that there are pets inside and their number for emergency responders that are provided by the City of Anaheim

PATIO COVERS:

All patio covers must be approved, in writing, by the Association **PRIOR** to installation. There is no "standard" design. All patio covers will be considered and approved on a case-by-case basis. Mesh or **clear** fiberglass coverings are permissible provided they are approved, in writing, by the Association **PRIOR** to installation. Patio covers must be kept in good repair at all times. Patio framing must be painted white and repainted at the unit owner's expense each time the Association performs complex-wide painting or when required by the Association. Patio covers must be repaired or replaced when required by the Association.

AIR CONDITIONERS/BOX FANS:

Box Fans, Free standing air conditioners with vent a hose to the window, Exterior window and wall air conditioners are prohibited, except the rear wall of the unit facing the enclosed rear patio/yard area, except for the two-story "B" units, who may install a window air conditioner in the bedroom window that is over the "A" unit facing the street. Heat Pump Air Conditioner units for the whole house must be installed in the rear yard of the unit. Installation of all air conditioning units must be approved, in-writing, by the Association, **PRIOR** to installation.

REAR YARDS:

Rear yards must be kept neat and well maintained in a clean and sanitary condition. Trees in the rear yard may not exceed fifteen (15) feet in height.

SHED AND STORAGE UNITS:

Are allowed provided they do not exceed a fifty (50) square-foot footprint and unit does not exceed the height of the fence at the fence line and does not exceed a maximum overall height of six (6) feet. Architectural approval needed.

FENCES:

All fences that separate units or units from Common Area are the maintenance responsibility of the unit owner(s). Fences must be maintained in good repair. Damaged or broken fence components must be replaced as needed or upon notification of the need for repair by the Association. Repair or total fence replacement in-kind may be completed without prior

approval by the Association. Replacement with material type other than original must be approved, in writing, by the Association, **PRIOR** to installation. One-by-six (1 x 6) dog-eared cedar or redwood is an acceptable replacement. Any alteration in fencing may not affect drainage of the other rear yards in the building.

GARAGE DOORS AND OPENERS:

Garage doors must be maintained in good working order allowing them to open and close properly and securely. They should remain adjusted correctly, so they do not rub the sides of the frame when opening and closing causing damage to the wood frame. Garage doors may be replaced in-kind or with raised-long paneled door providing the replacement has been approved by the Association, in writing, **PRIOR** to installation. An in-kind replacement is one where the support, materials and appearance do not deviate from the original construction. An alternative would be metal raised-long paneled sectional door. Note: As the dimensions of all the garage doors in Casa Canon are different from one another each door is unique. To be able to accommodate the difference in height from one side to another side of the door additional means might have to be used for the angle/slope at the bottom of the door for the door seal gasket to work properly. For differences of 1" or less a larger seal gasket may be used. For differences, up to 3" a U/C-Channel may be used, but it must be installed so that the seal gasket is compressed evenly when the door is closed. For differences greater than 3" and additional custom bottom scribed panel will have to be used. To accommodate a new garage door the opening may have to be made smaller. This is to be done with "2X6" lumber that is applied evenly to the left and right side and possibly to the top of the door frame. In most of Casa Canon's garages there is a large beam running across the garage, this beam may not be modified to accommodate the garage door

or opener. Garage doors must be painted at the time of installation. Paint will be provided by the Association. Contact the Association management company. As Casa Canon's garages only have one door, if a garage door opener is installed there must be a keyed release installed to be able to open the garage door manually. Garage door openers may be installed with prior architectural approved application. It is recommended that a garage door opener with a battery backup be installed. To install the garage door opener, it may be required to install it behind the beam running across the garage and extension used to connect it to the garage door. As noted above the beam may not be modified to accommodate the installation of a garage door opener

GARAGES:

Garages are to be used primarily for vehicle parking. Storage of personal (non-hazardous) items is permitted; however, the resident gives up one of their available parking spaces and the ability to request an additional Resident Parking Permit in the event that the garage is used for other than parking a regularly driven vehicle. Garages may not be converted to living space or used for any business operations.

ELEVATED "D" UNIT DECKS:

Items that may be visible on the deck of an elevated "D" unit are limited to the following: Patio furniture, benches, gliders, potted plants in decorative planters with water collection saucers, barbeques. Propane barbeques and electric grills are permitted on upstairs decks provided they have a readily accessible 3A:40B:C certified fire extinguisher, enclosed in the appropriate case, installed adjacent to the cooking area on the exterior of the building. Propane cylinders may not exceed 20LBS. 4.7 gal, commonly referred to as 5 gal. tank. Unit owners accept the responsibility for damages to the deck caused by any item placed on the deck.

Storage is not permitted on the elevated "D" unit deck. Items including, but not limited to, the following are not permitted on the deck or railing at any time: Towels and other laundry, cleaning utensils, trash, debris, trash cans, bicycles, toys, skates, skateboards and scooters. No items may be placed on the steps leading to the unit.

SATELLITE DISHES:

Satellite dishes measuring less than 39 inches in diameter may be installed provided they are located in the least conspicuous place possible. A request for satellite dish installation must be approved, in writing, by the Association PRIOR to installation of the dish hardware. Satellite dishes installed without prior approval may be removed by the Association. If Satellite dish is installed on the roof, the dish must be installed on a weighted mount with an approved slider/slip sheet between the weighted mount and the membrane roof. Nothing may penetrate the roof membrane material. Damage to the roof by any resident will cause them to be held financially

responsible for repair of the damage, any roof leaks caused by the damage, and all associated damage cause by the roof leak. Cable wiring must be installed in the least visible manner. Cables running through windows, doors, over roofs and patios are prohibited. Cables deemed installed incorrectly by the Association, may be cut and removed by the Association.

PORCH LIGHTS:

The front and back porch light fixtures are the responsibility of the homeowner and for safety must be kept in good working condition. Porch light fixtures must be repaired or replaced when required by the Association.

OTHER PROVISIONS:

Any improvement undertaken by a unit owner is done with the understanding that they assume all responsibility for damage that is brought about by the improvement, either at the time of installation or at a later date. It is also understood that the unit owner accepts that the building and/or grounds (Common Area) will be returned to its original condition upon completion of the improvements.

Any structural improvement in place that is in conflict with these guidelines, and not currently in discussion with the Association Board of Directors concerning said conflict, is considered grandfathered and may remaining until such time that it requires replacement.

All maintenance issues must be brought into compliance upon receipt of written notification from the Association and completed within the time frame allotted in the notification.

Replacement of (stove, water heater, dryer, bathroom) that lead to ducts and/or exhaust in the roof must be approved in advance of the replacement to ensure that they comply with and do not void the warranty of the roofs.

The Casa Canon Homeowners Association Board of Directors appreciates your efforts to adhere to these Rules & Regulations. Our desire is to provide clear guidelines that are “common-sense” that stay mindful of safety and keep the structures uniform and property values maintained. By enforcing these Rules & Regulations, we believe the Casa Canon Community will continue to be a beautiful and enjoyable place to come home to.

The following items are available by contacting the Association Management Company:

- Architectural Application
- Designation of Use Form (Tenant Pool Key and Parking Permit)
- Notification – Installation of Satellite Dish or Television Antenna
- Landscape Modification Request Form
- Resident Parking Permit Request Form
- Pool Key Request Form

-Paint Color

-Other Paint Color Information / Names / Numbers

The Casa Canon Homeowners Association Board of Directors strives to promote and maintain standards that preserve and enhance the quality of our community and the values of our property.

~~The Casa Canon Board of Directors and a member of StoneKastle Community Management meet on the 2nd Monday of each month in the Community Clubhouse. Homeowners are welcome to join these meeting and the Board welcomes your involvement and interest in the community.~~