

PINEWOOD LAKE OWNERS' ASSOCIATION

The following are the Pinewood Lake Owner's Association, Inc. Rules and Regulations as amended, moved and unanimously approved by the Board of Directors at the February 13, 2002 Board of Directors meeting.

These presently govern the Association.

UPDATED: June 2010, October 13, 2010, March 2011, and August 2012

COMMUNITY RULES AND REGULATIONS

1. PURPOSE AND AUTHORITY

The rules have been adopted by the Board of Directors of the Pinewood Lake Owner's Association, Inc. to insure the safety, protection of property and quality of life for the homeowners and residents of Pinewood Lake. The rules were adopted pursuant to Article X (k), of the First Restate Declaration of Covenants, Conditions and Restrictions dated February 9, 1996 and filed February 15, 1996, in the Kern County Recorder's Office.

2. ENFORCEMENT

The Management Company, as authorized by the Board of Directors, shall act to enforce these Rules and Regulations. Concerns, questions, grievances or complaints may be submitted in writing or by fax to the Management Company.

(Refer to complete Enforcement Policy & Procedures Appendix A)

3. PENALTIES

Violations of any of these Rules and Regulations may result in a warning letter, hearing before the Board of Directors, fines, and suspension of common area privileges, assessments, liens and court costs necessary to achieve compliance.

First (1 st) complaint	Written Warning
Second (2 nd) complaint	Hearing and penalties (\$100.00 maximum)
Third (3 rd) complaint	Hearing and penalties (\$250.00 maximum) plus thirty (30) day suspension of common area privileges
Fourth (4 th) complaint	Hearing and penalties (\$500.00 maximum) plus ninety (90) day suspension of common area privileges
Second and further complaint penalties must be for violation of the same rule. After fourth (4 th) complaint, appropriate legal action may be taken at the discretion of the Board	

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4. TRANSFER OF TITLE / RESALE

Upon sale of residence, the seller shall provide to the Management Company the name of the buyer and the date of close of escrow.

5. RESIDENT REGISTRATION

- a. At close of escrow the buyer shall register with the Management Company to complete a Resident Registration Form. Security gate fobs, gate proximity cards, gate keys, tennis court keys can be obtained through the Management Company with the required deposit. RV gate key(s) can be obtained from a representative of the RV Committee.
- b. Homeowners are required to report the name of all new residents to the Manager and complete and / or update a Resident Registration form.
- c. For security purposes, owners shall provide a description and license plate number of all vehicles to be parked at Pinewood Lake.
- d. Refer to section 17 for further information.

6. DAMAGE TO ASSOCIATION PROPERTY

Homeowners shall be responsible for damage to Association property caused by themselves, their tenants, their guests or residents of their premises. The Board of Directors shall determine liability for damages to Association property, file liens against property to collect said debts, and take such action deemed necessary to prevent recurrence of such damage.

7. ARCHITECTURE / LANDSCAPING

Homeowners shall be responsible for damage to Association property caused by themselves, their tenants, their guests or residents of their premises. The Board of Directors shall determine liability for damages to Association property, file liens against property to collect said debts, and take such action deemed necessary to prevent recurrence of such damage.

- a. Any alteration, addition, improvement or modification to your home, side yard visible from the street or lakeside, and landscaping MUST be approved in advance by the Architectural Control Committee (ACC). This includes but is not limited to home painting, window or door replacement, fence replacement, painting or repair, landscaping and curbing, patio decks, balcony repair or replacement and installation of satellite dishes. A written request, in the form of the Architectural Committee Application and Review Form, shall be submitted by the owner prior to the start of any project for written approval by the ACC. Forms for approval may be obtained from the ACC or the Management Company upon request. The Board of Directors may require that unauthorized construction be removed and the site restored to its prior condition at owner's expense.

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- b. Fences, patio covers, decks and other structures shall be prohibited in the rear yard between the house and the lake (exceptions may be allowed upon written approval of the ACC.
- c. Window awnings in natural earth tones are permitted subject to ACC prior approval. Exterior curtains, shades, blinds, etc. are prohibited. Home exterior colors also require the prior approval of the ACC.
- d. A list of approved exterior colors is available from the ACC.
- e. White is NOT an approved architectural color. White house or window trims, doors, screen doors, garden archways, trellises, statuary, etc. are not allowed
- f. All exterior flower bed borders must be approved by the ACC. Acceptable materials are, but not limited to, redwood bender board, brick and concrete. Plastic and wire borders are not permitted as they lack the appearance of permanency and make it more difficult for the gardeners to maintain the area surrounding these borders.
- g. All structures placed in the grassy areas lakeside or street side must be approved by the ACC. These include, but are not limited to statuary, benches, flower beds, Malibu lights and flower pots. Prior written authorization for the placement of these structures is needed to insure the safety of residents and guests, as well as consideration of the gardeners.
- h. FENCES:
 - 1. If you plan to replace or paint your fence, if material or color is changed, an approved application is required prior to beginning your project.
 - 2. Fences and gates may be no higher than six (6) feet.
 - 3. Addition of wire or other material to prevent animals from escaping the fence is not permitted.
 - 4. Fence may not be attached to either adjoining house or homeowners own home.

REPLACEMENT FENCE – The following materials are to be used for fence replacement:
Slump stone | Brick | Cement block – covered with stucco to coordinate with exterior residence color | **Wood** – Grooved wood sheeting or other durable wood products with metal supports anchored in concrete. The fence must be painted the same color as the residence or a darker wood color to resist exposure to sprinkler staining and weather damage. As wood products are subject to rapid deterioration, the application will include a statement to be signed by the owner agreeing that any staining, weathering, dry rot or other deterioration that occurs will be immediately repaired by the owner.

Wrought Iron Fences – Used in patio area:

- 1. All wrought iron fences surrounding lakeside patios must be black in color.
- 2. No addition of chicken wire or screening materials permitted except the wrought iron mesh that is available from the wrought iron company for use in keeping small animals in yard.

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Fence design can be made so that use of extra wrought iron bars at the bottom will keep small animals from escaping.

3. Wrought iron fences must be all wrought iron. Use of wood post in lieu of wrought iron fence post is not allowed. Use of any other means to attach wrought iron post other than by welding is not acceptable (i.e., rope, wire, etc.).
 4. Fences are not permitted to be attached to exterior wall of adjacent house or exterior of own home (stucco damage).
- i. No storage sheds are to be visible from any common area.
- j. TREES – Trees in side yards must be kept trimmed so as to not reach the rooflines. Prior to any tree trimming being done, owner / resident **MUST** contact the Tree Committee, in advance of any tree trimming work.

Prior to planting a tree, approval must be obtained in advance from the Tree Committee as to the type of tree and planting location (certain trees have been designated as not favorable for planting due to root systems and / or nuisance to neighbors, i.e. Mulberry, Weeping Willow, Palm and Fruit trees).

k. OUTSIDE WINDOW COVERINGS

1. No plastic, bamboo or other type of shades is allowed on the exterior of homes other than those approved by the ACC.
 2. Only canvass awnings are allowed (no aluminum awnings). Awnings must be first approved by the ACC as to color, placement, uniformity, installation and usage. Earth tone awnings are the colors generally accepted. A swatch sample of the awning material should be attached to the application when submitted.
- l. PATIO COVER – ACC approval required. Entire side yard to adjoining house cannot be covered, only that portion that is legally designated in your deed's property lines. There are many requirements by the City of Bakersfield as to installing a patio cover (extra size of wood beams, etc., for fire protection) thus requiring use of a licensed contractor. Securing a City of Bakersfield Building permit, if needed, is the responsibility of the owner.

m. RAIN GUTTERS

Rain gutters are permitted. An application must be submitted to the ACC. Rain gutters are to match the color of the trim of the house and be kept in working condition at homeowner's sole expense.

n. WATER COOLERS / SOLAR WATER HEATERS

Water coolers / solar water heaters are to be installed on the flat area of roof only. All plumbing and electrical wiring is to come from interior of residence, not exterior walls. Application for installation must first be submitted to the ACC for approval.

o. SPAS / HOT TUBS

Installation of spas / hot tubs is **NOT** permitted.

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- p. SATELLITE DISH – Prior to scheduling installation of a satellite dish for TV reception, an application for installation must first be submitted to the ACC for approval and is contingent upon meeting the following criteria:
1. Dish must be no more than thirty-six (36.0) inches in diameter. Eighteen (18.0) inches is preferable.
 2. Every effort must be made to install the dish in such a way that it is the least visible from street side, lakeside and neighbors. Installation should be on the flat area of the second story whenever possible.
 3. If the dish is in a visible location, homeowners are asked to paint it with a non-metallic paint to coordinate with the color of the stucco or trim to which it is attached.

8. PETS

- a. Pets permitted are dogs, cats, fish, caged birds and similar animals in reasonable numbers. The Board shall have exclusive authority to determine what is similar and reasonable.
- b. Other than when inside a residence or as otherwise provided in this Rule, dogs shall be allowed within the Pinewood Lake Community only when they are on a six (6) foot or shorter leash (in compliance with City of Bakersfield rules) and the dog is otherwise under the direct supervision, control and restraint of the owner or other responsible person. No house-hold pet shall be left chained, leashed, tethered or otherwise fixed to any object in the front of a lot or residence or in the common area. Pets shall be restrained in such a manner as not to intimidate other owners or otherwise interfere with, hinder or obstruct the free use of the Lake access easement for pedestrian and walking purposes granted to all owners over all of the lots and shall not constitute or result in an unreasonable annoyance or nuisance to other owners. Pet owners shall be responsible for the prompt disposal of pet wastes deposited by their pets in the common area or on lots.
- c. All pets, whether owned by the owners, residents, tenants, or guests shall be the sole responsibility of the property owner.
- d. No owner, resident, tenant, or guest shall permit any animal, bird or fowl to make any sound or cry or other conduct which would unreasonably disturb the peace and comfort of the neighborhood or interfere with the reasonable and comfortable enjoyment of any person.
- e. Feeding of waterfowl is prohibited.

9. GUESTS

- a. Association property may be used by residents and their guests with reasonable care. Cost for repair of damage caused by residents or their guests shall be the responsibility of the owner. Costs associated with resulting liens and legal fees shall also be the responsibility of the owners.

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- b. Owners shall be responsible for compliance with all Rules and Regulations of the Association by tenants, residents and/or guests of the owners and/or residents.
- c. Owners, Board Members and/or persons designated by the Board have the right to deny access to the common area, lake, pool area and tennis courts, to any person exhibiting disruptive behavior. Such person(s) will be requested to immediately leave the common areas.

10. SWIMMING POOL

BE PREPARED TO SHOW A STATE-ISSUED PHOTO ID AND PROVIDE YOUR ADDRESS AT PINEWOOD LAKE TO ANY OWNER REQUESTING THIS INFORMATION. WITHOUT PROPER IDENTIFICATION YOU WILL BE REQUIRED TO IMMEDIATELY VACATE THE POOL AREA.

- a. The pool complex is for the exclusive use of owners, tenants, residents and their guests. Guests **must** be accompanied by their adult resident host.
- b. Swim at your own risk. **NO LIFEGUARD ON DUTY.**
- c. The pool complex hours are 6 a.m. – 10:30 p.m.
Family Hours are 6 a.m. – 8:30 p.m. All children must be out of the pool areas by 8:30 p.m. to accommodate the beginning of adult-only hours.
Adult-only Hours (18 years of age and older) are 8:30 p.m. – 10:30 p.m. No one under the age of 18 is allowed in the pool area during adult-only hours. This includes toddlers and infants. Any person in the pool area during adult-only hours should be prepared, if requested, to present photo ID verifying their age.
- d. Glassware or breakable containers and other dangerous materials are prohibited in the pool complex (cans or plastic recommended).
- e. Food is prohibited within five feet of the pool and spa.
- f. Bicycles, skates, skateboards and other wheeled toys are prohibited in the pool complex.
- g. All children under the age of 18 **must** be accompanied by an adult resident of Pinewood Lake. Adult resident must be at least 18 years of age.
- h. Pets are prohibited in the pool area and adjacent curbside.
- i. Radios, tape players, etc. shall be used with earphones only.
- j. Running, pushing and other boisterous conduct is prohibited.
- k. Life saving equipment is for emergency use only.
- l. Parking is prohibited curbside adjacent to the pool complex.
- m. Posted signs must be obeyed.
- n. Turn spa jets off when leaving.
- o. No smoking is allowed in the pool area.
- p. Appropriate swimwear is mandatory. **NO STREET CLOTHES ALLOWED.**

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11. TENNIS & BASKETBALL COURTS

- a. The tennis courts are for the exclusive use of owners, tenants, residents and their guests. **Tennis Court hours are from 6 a.m. – 10:30 p.m.**
- b. The tennis courts shall be **only** for tennis or basketball.
- c. Tennis shoes shall be required on tennis courts.
- d. Bicycles, skates, skateboards or other toys are **prohibited** in/on the tennis court areas.
- e. Glassware or breakable containers and other dangerous materials are prohibited (cans or plastic recommended).
- f. Pets are **prohibited** in/on the tennis court area and may not be tied up or left unattended outside the fence.
- g. Radios, tape players, etc. shall be used with earphones only.
- h. Pushing and other boisterous activity is **prohibited**.
- i. Parking is **prohibited** curbside adjacent to the pool/tennis court complex.
- j. No smoking is allowed in/on the tennis court area.
- k. Residents are responsible for damage to the tennis and/or basketball nets.
- l. Posted signs must be obeyed.

12. LAKE

- a. Access to and use of the lake is limited to owners, tenants, residents and their guests.
- b. **NO SWIMMING IN LAKE.** Wading, mats, tubes and surfboards are prohibited.
- c. Tampering with lake equipment is prohibited.
- d. Fish (i.e., Goldfish, Koi, Carp, etc.) shall not be placed in the lake unless approved by the Board of Directors.
- e. Trash or other debris shall not be placed in the lake.
- f. Tree branches, pine needles, leaves or pine cones shall not be swept, raked or washed into the lake.

13. BOATS

Maintaining and operating a boat on Pinewood Lake is a privilege, not a right. All Owners, tenants, residents and guests must operate their boats in a safe and reasonable manner. Failure to comply with the following Rules & Regulations can result in letters and fines to the Owners and/or the boat may be removed from the lake.

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- a. All boats operated on the lake shall be powered manually, by sail or by electric motor. No gasoline powered boats will be permitted except those operated by the Association.
- b. Boats allowed on the lake shall not exceed an overall length of fourteen (14) feet; a sail area of eighty-five (85) square feet or a mast height of twenty-five (25) feet. The Association may waive this rule on a case by case basis.
- c. All boats shall be well maintained, free of water and debris. This is for general appearance and to prevent the breeding of mosquitoes. When docked, sails or other equipment cannot block a neighbor's view of the lake. The Board may ban any incompatible boats from the lake.
- d. Boating activities of any kind are prohibited before 6 a.m. and after 10:30 p.m.; **NO FISHING OF ANY TYPE IS ALLOWED FROM BOATS.**
- e. Boat storage and/or repair is prohibited on the docks, the lawn area, between the residences and the lake, or in side yards or back yard patios.
- f. Boating activities by owners, tenants, residents or guests shall be undertaken at their own risk. Unsafe activities such as standing up in pedal boats or jumping from boat to boat are prohibited. Non-swimmers must wear life preservers.
- g. Boats must have the Owner's house number clearly displayed on both sides of the boat and on the cover. Numbers on the boats must be a minimum of three (3) inches tall. Dark colored boats will display white numbers and light colored boats will display black numbers. Boat numbers are required for security and identifying boat rule violations. Should the occupants of the boat be in violation of Pinewood Lake rules, it will be the Owner of the boat, not the occupant, receiving the letter and/or fine. The Owner of the boat is responsible for the behavior of the individuals operating the boat.

14. FISHING

- a. Pinewood Lake is privately owned and, as such, fishing is restricted to the Rules and Regulations of the Association. State Department of Fish and Game regulations do not apply. Fishing is allowed only from sun up to sun set.
- b. Fishing on the lake is for the exclusive use of owners, tenants, residents and their guests. Guests must be accompanied by their resident host.
- c. You must use a single barbless hook. Snap any barbs off the hook.
- d. Fish may be caught by hook and line using ONLY jigs and lures (NO LIVE BAIT). Nets and spears are prohibited.
- e. Lines shall be attended at all times.
- f. **NO FISH CAN BE KEPT.** Catch and Release!!
- g. **NO FISHING FROM BOATS.**

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15. NOISE

- a. Noise that is disturbing to residents and neighbors is prohibited at all times. Special consideration should be given in the pool area, around the lake and during private parties. Stereos shall not be played excessively loud at any time.
- b. Due to noise and possible damage to Association or personal property skateboards are **PROHIBITED** from ANY area of the Pinewood Lake community.

16. CURFEW

The hours for the use of all common area facilities, the pool complex, the tennis courts and the lake area are 6 a.m. – 10:30 p.m.

17. SECURITY GATE

The security gate and fences are provided for the security and privacy of residents.

- a. Owners are responsible for providing a means of access through the security gate for their guests. This is to be accomplished either by using the call box connected to a telephone landline to the residence or by using a gate card.

The practice of guests blocking entry through the gate until someone arrives behind them and is forced to let them in or tailgating a resident through the gate to gain entrance will not be permitted. Failure to comply with this rule will result in disciplinary action against the owner by the Board.

b. SECURITY GATE FOBS, CARDS, KEYS, ID TAGS

1. Security gate fobs, gate proximity cards, keys, and ID tags will not be issued and entry phone listing and coding will not be implemented until registration is complete under Rule 5 – Resident Registration.
2. All fobs, cards, keys, and ID tags remain the property of the Association.
3. All fobs, cards, keys, and ID tags are available to all owners through the Management Company upon payment of the refundable security deposit and the completion of required forms (refer to Rule 5 – Resident Registration).
4. Fobs, cards, keys, and ID tags are available from the Management Company to tenants with a written request from the property owner and upon payment of the refundable security deposit and the completion of required forms.
5. Lost or damaged fobs, cards, keys and ID tags can be replaced through the Management Company at a cost equal to the amount of deposit.

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6. Refundable security deposits are as follows:

Automatic Security Gate Fob	\$90.00
Gate Proximity Card	\$50.00
Pedestrian Gate Access Key	\$2.00
RV Complex Key	\$10.00
Tennis Court Complex Key	\$10.00

7. All prices of deposits are subject to change.

8. The gate will **not** be kept open for parties, Open Houses, etc. If it is noticed open, please contact HOA Management Solutions, Inc. during the week or the Security Committee on the weekends.

c. **EXIT GATE**

Vehicles, motorcycles and bicycles are prohibited from entering through the exit gate. The exit gate shall be used for exiting the development only. One-way spiked grill prevents wrong way entry. The Association is not responsible for misuse of the one-way spiked grill nor is the Association financially responsible for tire or vehicle damage.

18. TRAFFIC

The speed limit within the Pinewood Lake community is 20 miles per hour.

19. PARKING

- a. Parking shall be limited to the garage, driveway, parking pockets, and curbside in front of resident's home, providing there is space. Vehicles cannot be parked in the street in front of or facing into the driveway. Guests must park in the overflow guest parking area, not sticking out into the street in front of the driveway.
- b. Parking is prohibited along the outer perimeter curb of Pinewood Lake Drive. This is a fire lane.
- c. Parking is prohibited in the curved portion of the cul-de-sacs. This is also a fire lane.
- d. Parking is prohibited on the sidewalks (pull fully into the driveway).
- e. Parking shall not block the driveway of another residence.
- f. All vehicles parking in Pinewood Lake must be currently registered and operational.

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- g. Dual rear wheeled vehicles, utility and commercial trailers of any size, and vehicles with a total weight capacity over one (1) ton cannot be parked on the street, driveway or guest parking areas. Vehicles less than one (1) ton with minimal advertising and equipment are acceptable subject to Board review.
- h. Daytime or overnight parking of vehicles driven by employees or fellow workers is prohibited.
- i. All vehicles parked curbside shall be in a clockwise direction.
- j. The street, driveways and guest parking area is not for extended parking or storage of vehicles. Cars shall be kept clean and free of cobwebs, pine needles, debris and flat tires are not allowed.
- k. Vehicles parked in violation of these Rules may be removed. Tow-way authorization may be given by the Board or authorized agent. All costs for such action will be borne by the resident and/or homeowner.
- l. Parking violations will be strictly enforced under Sections 2 and 3 above.

20. RECREATIONAL VEHICLES

- a. All recreational vehicles shall be parked in the designated recreational vehicle (RV) parking areas. Boat trailers, boats and other items used for recreation, that cannot be stored in the resident's garage shall be store in the designated RV area. Parking of utility and commercial trailers in the RV parking lot is subject to Board approval.
- b. RV parking is coordinated through the Board of Directors. A \$20.00 service fee, per month, per RV space will be charged to those residents utilizing an RV parking space within Pinewood Lake.
- c. An RV may be parked on the street or driveway for a period not to exceed forty-eight (48) hours for the purpose of loading and unloading or repair.
- d. Guest RV parking is normally limited to a period of forty-eight (48) hours. This time may be extended with Board approval. The property owner must obtain prior approval and parking permit through the RV Chairperson / RV Committee.
- e. See rule 17(6), regarding RV complex keys.
- f. Recreational vehicles must be currently registered and operational. This area is designed for recreation vehicles used on a regular basis. Unregistered vehicles must be stored in a location separate from Pinewood Lake.

21. HOUSEKEEPING

- a. Owners, tenants and residents shall keep the exterior areas and side yards of their residences free from litter and unsightly materials. Violations shall be enforced in accordance with these Rules and Regulations:
 - 1. Flower beds, patios and side yards shall be kept free of weeds and grass.

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2. Broken or empty flower pots are to be removed.
3. Dead plants and bushes are to be removed.
4. Spider webs, pine needles, etc., are to be cleaned from balconies, windows, doors and walls.
5. Algae stains on walls shall be cleaned.
6. Patio furniture shall be stored neatly and cleaned of spider webs, pine needles, grass and similar debris.
7. Torn and damaged window and door screens and frames shall be repaired or replaced promptly.
8. Garage doors, fences and utility doors for the electric and gas meters shall be kept in good repair and painted, repaired or replaced as needed.
 - b. Garage doors, for security reasons, should be kept closed except when vehicles are entering or exiting or when a resident is in the garage or yard in close proximity to the garage door.
 - c. Heavy repair of vehicles, boats, or other items is prohibited except in the resident's garage. The Board shall determine what heavy repair is.
 - d. Clotheslines are prohibited outside the residence. Towels and similar items may not be hung from balconies or fences.
 - e. Garbage containers will not be placed out before 6 p.m. of the preceding the pickup day. Garbage containers shall be returned inside the garage or in the side yard where they will not be visible from the street or lakeside the day of pickup.
 - f. Permanent window coverings or their exterior backings must be neutral or earth tone in color to preserve the uniform consistency of the homes within the community.
 - g. Outdoor Holiday decorations are to be removed within fifteen (15) days of the holiday. Christmas lights are to be removed by January 31st.
 - h. House Illumination – no colored decorative lights. Miniature white lights may be used for decorative purposes if tastefully displayed.

22. STORAGE OF PERSONAL PROPERTY ON LOTS

No structure or item of personal property of any kind shall be stored on a homeowner's property in any manner that is visible from the common areas or other homeowners' properties when such storage is detrimental to or detracts from the appearance of the Pinewood Lake development. Without limiting the generality of the foregoing, other than ordinary and usual patio furniture and appliances, as for example, patio tables, chairs, umbrellas and barbecues, residents shall not keep or store personal property of any kind on their patios or rear yards in such a manner as to be visible from the common areas or other homeowners' properties. Residents shall keep and maintain their permitted patio furniture and appliances in a neat, clean and orderly condition at all times when visible from the common areas or other homeowners' properties.