



WELCOME TO LAKEWOOD SHORES

YOUR RULES AND GUIDE TO COMMUNITY LIVING

**BASED ON THE OFFICIAL
DOCUMENTS THE COVENANTS,
CONDITIONS & RESTRICTIONS
(CC&Rs)**

Produced by Lakewood Shores Homeowners Association
A Planned Unit Development

TABLE OF CONTENTS

COMMUNITY LIFE	1
BOARD AUTHORITY AND RESPONSIBILITY	1
Registration	1
Stickers (Permits).....	2
Allowable Parking.....	2
Parking Notices	2
Speed Limit	2
Visitor’s Spaces.....	2
Allowable Types of Vehicles	2
Repair/Maintenance	3
Hazardous Waste.....	3
CHILDREN'S SAFETY	3
PATIOS.....	3
PETS.....	3
POOLS/SAUNAS & JACUZZIS	4
Pool Responsibility.....	4
Pool Hours/Quiet Time.....	4
Children.....	4
What is Allowed.....	4
What is Not Allowed	4
Jacuzzis/Saunas	4
Timers/Sauna Doors	4
ARCHITECTURAL CHANGES	5
USE OF OTHER COMMON AREAS	5
Entrances & Sidewalks	5
Landscape.....	5
Outside Lights/Sprinklers	5
Water Features	6
Tennis Courts.....	6
Gates.....	6
Entry Phone System (Front Directory)	6
Keys and Gate Openers.....	6

STORAGE/DISPOSAL..... 7
 Volatile Fluids..... 7
 Trash Disposal 7

LEASING/RENTNG YOUR UNIT..... 7

VANDALISM/MALICIOUS MISCHIEF 7

ENFORCEMENT OF RULES 8
 Board Authority 8
 Reporting Violations/Complaints 8
 Admonishments/Warnings 8
 Fines 8

DISCLAIMER 8

HELPFUL INFORMATION..... 9
 Smoke Detectors..... 9
 Water Shut off 9
 Pest Control 9
 Mail..... 9
 Mailboxes 9
 Dept. of Motor Vehicles 9

HARDWARE STORES 10

SHOPPING CENTERS..... 10

STORAGE FACILITIES 10

ASSOCIATION DUES..... 10

■ COMMUNITY LIFE

Lakewood Shores is a Planned Unit Development with rules and regulations designed to assure a pleasant and friendly coexistence for you and your neighbors with whom you share the common areas and facilities, (landscape, lakes, streams, walkways, pools, spas, tennis courts and any ground outside your entrance step or stairs and patio or deck). These rules are spelled out in formal documents called the CC&Rs (Covenants, Conditions, and Restrictions), which you agreed to abide by when you moved into Lakewood Shores, either as a buyer or as a tenant.

■ BOARD AUTHORITY AND RESPONSIBILITY

A volunteer Board, elected by all homeowners, is responsible for preserving the integrity of the complex and making every effort to maintain the value of your property. Board members serve for either one or two years and receive no pay. They guide the activities of a professional management company and, among other duties, are responsible for seeing that all residents comply with the rules as outlined in the CC&Rs. (The five most vital areas for rules enforcement are parking, pets, patios, pools, and architectural compliance.)

■ PARKING/VEHICLE REGULATIONS

There is at least one designated parking space owned by each unit, except those with garages. These spaces are numbered the same as your unit and are located either in the covered carports under the upstairs units or in the covered areas along the perimeter. We have a critical parking problem at Lakewood Shores.

The complex was built before a law was passed requiring enough parking spaces for the number of residents. We now have more vehicles than we have reserved spaces, so the following rules absolutely must be adhered to:

Registration

All vehicles must be registered with the Association immediately upon move in. Cars not registered are subject to tow. **You cannot have more vehicles than you have licensed drivers and you must park in your own space(s) at all times.** Any owner has the right to have a vehicle towed that is illegally parked in his/her space. If someone has parked in your space and you have made a reasonable effort to notify that person, call the towing company listed on the "Contacts" sheet. The owner of the towed vehicle is responsible for all towing fees.

Stickers (Permits)

You will be supplied a Vehicle Registration Form by your Block Captain. Complete the form immediately and return it as instructed on the bottom of the form. Your stickers will be delivered to you. These stickers must be displayed in the right rear window, behind the passenger's side of each vehicle. If you have more licensed drivers than you have owned or rented spaces, you will be issued a permit (brown sticker) allowing you to park in any unmarked space on the inner perimeter of the roadway and the twelve designated spaces on the outer perimeter marked OPEN. The maximum time to leave any vehicle in one space is 72 hours. Vehicles can never be **stored** in any reserved or open space. You and/or your landlord will be subject to fines and/or having the car towed.

Allowable Parking

Tandem parking is permitted in inner carports if two vehicles can be parked **within** the white line painted on the roadway. Outer perimeter vehicles may not extend past the gutter into the roadway. If you own a garage unit you may allow residents or visitors to park parallel to your garage door without extending over the white line, but beware that the old-style garage doors swing out when opening. Of course, no parking is allowed on the street, in fire zones, on bridges or in any red zone. Any vehicle in these areas is subject to immediate tow. Recovery is very expensive and the Tow Company requires cash. Moving an unused vehicle from one open parking space to another is not allowed.

Parking Notices

Parking Violation Notices are placed on resident's cars. However, for renters, the owner of the property also will be notified by mail.

Speed Limit

The speed limit within the complex is 10 miles per hour.

Visitor's Spaces

All residents will be issued two visitors' tags to be placed on the rear view mirror of the visiting car if your guest will be here for any length of time or overnight. Their vehicles should be parked in any unnumbered or "open" space.

Visitor's tags are not to be used by residents for their own cars. If you have any questions about proper places for you or a guest to park, contact a Board member. Residents are responsible for all actions of their visitors.

Allowable Types of Vehicles

Allowable vehicles are automobiles, motorcycles with mufflers and trucks up to $\frac{3}{4}$ ton. Lakewood Shores cannot accommodate motor homes, mobile homes, trailers, boats, campers, stake bed trucks, tank trucks, dump trucks, step vans, concrete trucks, moving vans, aircraft or any vehicle with more than two axles, vehicles exceeding seven (7) feet in height and/or width and nineteen (19) feet in length and **no inoperable vehicles**.

Repair/Maintenance

You are allowed to wash your vehicles but no other type of maintenance or repair is allowed.

Hazardous Waste

There are very strict hazardous waste rules within the city of Lakewood. Anyone disposing of motor oils, chemicals or any other type of hazardous waste within the complex faces a minimum \$10,000 fine. The Fire Department is responsible for enforcement of the law and they will not tolerate **any** violations. If you see a violation taking place, report it to a Board member immediately.

■ CHILDREN'S SAFETY

For the safety of all children, the Board strongly advises that children not be permitted to play in the roadway or any common area but should be taken to any one of the nearby playgrounds instead. (also, see the POOLS/SAUNAS & JACUZZIS section)

■ PATIOS

Lakewood Shores is designed so that the patios of most units face a lake or a stream but they may also face the patios of other units. You do not want your view spoiled by somebody else's junk. Likewise, they do not want their view spoiled by any stored items of yours. To preserve the integrity of our landscaping and aesthetics of our community, the **only** items allowed on patios are patio furniture (kept to a minimum), live plants and barbecue equipment. Because of the fire hazard, no tiki torches are allowed. Do not hang clothes or bathing equipment out to dry. Also remove unused pots, and gardening equipment, as soon as you are finished using them. Barbecue grills, when in use, should be kept well away from the building walls. Patio lights should be yellow or white only, preferably the insect repellent type. When entertaining on the patio in the evenings, keep the noise level down. Sound carries very easily over the water. 9:00 pm to 9:00 a.m. is Quiet Time – Be considerate of your neighbors.

■ PETS

The Association allows domestic pets. With the privilege comes a responsibility. Dogs must be confined to your unit but can be walked on a leash of no more than six feet. If they are walked within the complex, you must pick up after them immediately or be subject to a fine. They are not allowed in any recreational areas—lakes, streams, pools, Jacuzzis, saunas and tennis courts. They cannot be left on the patio or anywhere outside. No pet food may be left outside either. It causes a rodent, fly and ant problem and is unsightly. Owners are responsible for any damage caused by a pet and can be subject to disciplinary action if their pet intimidates or causes any harm to any other person or animal.

■ POOLS/SAUNAS & JACUZZIS

Pools/Responsibility

The most important thing to remember about the pools is that **there is no lifeguard on duty at any time** and that residents are entirely responsible for their own safety as well as that of their children and guests. The Association has very strict rules about the use of the pools and other recreational facilities.

Pool Hours/Quiet Time

Pool hours are 7 a.m. to 10 p.m. for the South pool and 6 a.m. to 11 p.m. for the North pool. However, between 9 p.m. and 9 a.m. is **Quiet Time** when voices must be kept low. Most residents work and must be up very early. In a community where we live in such close proximity to the pools and each other, we must be considerate of one another.

Children

No children age 14 or under are allowed in the pool **area** without an adult resident (age 18 or over) who will be responsible for their safety and behavior (even if the children are excellent swimmers). Consider the liability to all members of our community if an emergency or accident should occur.

What is Allowed

Any resident may have up to four guests at the pool at one time but must be with them at all times. Beverages are permitted if they are in plastic or metal containers.

What is not Allowed

No parties, no food, no pets, no games, no diving, jumping or cannon balling, no glass, no bicycles, roller blades or skates, no skate boards or scooters, no wheeled vehicles (except wheelchairs), no playing on the rocks, no yelling, no shouting, no smoking, no cutoffs in the pool. The pool area is for sunbathing and swimming only. Our insurance coverage is very specific about pool activities and behavior.

Jacuzzis/Saunas

The water temperature of the Jacuzzi is normally at 104° F. The Health Department recommends that young children not be allowed and that no one should stay in any Jacuzzi longer than ten minutes. Residents who stay longer do so at their own risk. Never take a baby into the Jacuzzi or sauna. The 9:00PM to 9:00AM Quiet Time applies to the Jacuzzi as well as the pools.

Timers/Doors

Turn off the timers when you are finished with the Jacuzzi. Be sure that the restroom door is locked when you leave. Smoking is not allowed in the pool areas.

■ ARCHITECTURAL CHANGES

A safe rule of thumb for any interior/exterior changes you may wish to make is CHECK WITH THE MANAGEMENT COMPANY FIRST. It may save you a lot of hassle and expense in the form of fines and possibly having to undo what you have done. The CC&Rs are adamant that **no** architectural changes can be made without prior approval of the Board and the Management Company. Approved exterior items are detailed in a list that you can get from the Management Company. It includes everything in the common areas, exterior painting, plants, satellite dishes, patio covers, regular and safety screen doors, exterior doors, laundry room and utility doors, air conditioners, vented skylights, atrium windows, front door lights, stepping stones and house numbers. The City of Lakewood may require a city permit for interior remodeling. Anything that involves an electrical, gas, plumbing or structural change is covered by the LA County Uniform Building Codes, which are based on the State of California Uniform Building Codes. Examples could be water heaters, air-conditioning units, stoves, bathtubs, walls, patio covers, etc. If you are planning to make any such changes, please call City Hall, Building Permits at 866-9771 Ext 2355 and ask if you need a permit before beginning. If you are hiring a contractor, use the California Contractors State License Board Web site (www.cslb.ca.gov) to see if your candidate has a California State contracting license.

■ USE OF OTHER COMMON AREAS

Entrances & Sidewalks

Bicycles, carts, motorcycles, hoses, signs, bags of trash or any other articles may not be left at any unit entrance or on the sidewalk at any time. "For Rent or Sale" signs may be displayed only in a unit window. Screen doors must remain closed when not in use. Bicycles, tricycles, skateboards, roller blades, etc. must be walked or carried out to the roadway. They cannot be ridden or used on any sidewalk.

Landscape

Alterations or additions to any planted area must have Board and Management Company approval. There is an approved plant list if you wish to plant immediately adjacent to your unit. Do not hang anything from trees or shrubs. Walking across planted areas is prohibited. If you need stepping stones to reach a sidewalk or water faucet, submit a request to use the approved stepping-stones.

Outside Lights/Sprinklers

Do not tamper with any of the outside lights or sprinklers. If you need either redirected, call the Management Company.

Water Features

The system of lakes and streams is for ornamental purposes only. Serious and costly damage can result if the delicate water system or lakebeds are tampered with in any way. This also can result in heavy fines being assessed. No one is allowed to enter or play in the water; no fishing, no boats or toys, no solids or liquids thrown into the water, no walking across the rocks or streams, no tampering with any controls for pumps or geysers. **No feeding of the ducks is allowed.** Feeding ducks may be fun but it is very harmful to them and causes them to fill our lakes and streams with pollution and leave undesirable deposits on the walkways.

Tennis Courts

The tennis courts are for tennis only. The hours are 6 a.m. to 10 p.m. Court use is for residents and their guests only and a resident adult must accompany children under age 14. Tennis shoes or soft-soled shoes are required. No food or glass containers are allowed. No skates, skateboards, bicycles or roller blades are allowed. The courts cannot be used as a revenue source.

Gates

Because of the lakes and pools, our insurance carrier and the Lakewood City building code require pedestrian gates. Lakes and streams are classified as an attractive nuisance. The gates are self-locking and must be kept closed at all times. Vehicle Control Gates are to restrict the traffic entering the complex. They can be opened by using the two key posts at the entrance or by gate openers. A resident can also open the Vehicle Gates from his unit by using the Entry Phone System. No method of propping or forcing the gates open or tampering with the gates or phone mechanisms is allowed. These are fineable offenses.

Entry Phone System

As soon as you know your phone number, call the board member in charge so your number can be keyed into the front gate intercom system. You will get a three-digit code (different from your unit number for security reasons) which is activated from your telephone to open the East gate. When a guest rings you, press "9" and hang up when you hear the shrill tone. The system does not work with some portable or off-brand phones.

Keys and gate openers

There are two key posts as you enter the complex. Your gate key will activate either one. Keys and gate openers may be purchased from a current resident (see the Contacts page).

For security reasons, only an authorized person can duplicate the key. These keys also open all pedestrian gates, rest rooms and tennis courts. A second lock has been installed on the rest room exterior doors. This will be locked at night to avoid vandalism.

■ STORAGE/DISPOSAL

Volatile Fluids

Storage of any kind is not allowed outside the interior of your unit. The storage of gasoline or any other volatile fluid is strictly prohibited anywhere in the complex including carports or anywhere inside your unit, laundry room or garage.

Trash Disposal

The only items allowed in the metal dumpsters are PAPER PRODUCTS in the BLUE BIN and household trash in the GREEN BIN. Trash should be tied in plastic bags. Two trash bunkers do not have BLUE recycle bins. In the BLUE BIN, please put only recyclable paper products: **flattened** cardboard boxes, newspapers, magazines, wrappings, computer paper, mail, etc. It is the owner's responsibility to remove any items that will not go in the bins such as appliances, doors, etc. Vendors you hire must remove their trash (old carpet, wallboard, etc.) from the complex and may not use the dumpsters.

■ LEASING/RENTING YOUR UNIT

Owners are allowed to rent or lease their units subject to CC&Rs and other adopted rules. The owner is completely responsible for the conduct of his or her tenant who must be given a copy of the Rules. Any misconduct or damage caused by a tenant becomes the responsibility of the owner including damage repayment and fines. An owner who rents or leases a unit relinquishes his rights and privileges to his tenant and may not have use the complex grounds or facilities. Owners must also notify the Management Company of the transaction and who the tenant will be.

■ NOISE/DISTURBANCES

Excessive noise or disturbances are not allowed no matter what the source. No loud music, overly loud parties, domestic disturbances or excessive noise from vehicle or power equipment will be tolerated. The Sheriff's Department, (562) 623-3500, should be called immediately. Call 911 for a serious emergency. Quiet time is 9:00 pm to 9:00 a.m

■ VANDALISM/MALICIOUS MISCHIEF

No one shall injure or destroy any real or personal property within the Lakewood Shores complex. This includes all the common areas, building exteriors, pools, spas, saunas/restrooms, tennis courts, landscapes, walkways, roadways, fences, carports, etc. Anyone responsible for damaging or attempting to damage common areas will be assessed damages and be fined. Damage to anyone's personal property will be cause for law enforcement intervention and/or a lawsuit brought by damaged person.

■ ENFORCEMENT OF RULES

Board Authority

The elected Board of Directors has the authority to establish rules and the penalties for any infractions.

Reporting Violations/Complaints

Violations should be reported or complaints lodged in writing to the Management Company.

Furnish the time and date, if applicable, the nature of the complaint or violation and the unit number(s), and names of any witnesses. Information furnished is treated with discretion and will not be disclosed unless the nature of the complaint/violation is so serious that a hearing is required.

Admonishments/Warnings/Fines

A letter about a violation (including some parking violations) will be sent to the owner, who will be given seven days to correct it, unless there is a danger to people or property. If it is not corrected, a formal violation letter will be sent. If it is still not corrected, a fine may be assessed against the account. The owner will be informed of the impending fine. If the owner wishes to contest the penalty, the Management Company must be notified in writing within ten days to request a hearing. Notification of hearing dates will be sent certified mail ten days before the scheduled date.

Fines

First offense: \$50.00

Second offense: \$100.00

Third offense: Turned over to Association's attorney.

For any disruptive activity, which results in the sheriff being called out, the fine is an automatic \$50.00 after a hearing. When violations are not corrected, owners may be fined monthly until the matter is corrected.

■ DISCLAIMER

This booklet is designed to cover some of the rules contained in the CC&Rs and rules decreed by the Board through that authority. It does not purport to cover all the regulations. For all matters not covered, refer to the original CC&Rs. You should have received a copy of the CC&Rs when you first arrived. If not, a copy may be purchased from the Management Company.

■ SOME HELPFUL INFORMATION:

Smoke Detectors

Your originally installed smoke detector is operated off the house current and does not need a battery. There is a switch for it in the fuse box outside your unit. If it malfunctions, you need to call an electrician.

Water Shutoff

In case of emergency, the water to your unit can be turned off at the faucet on the outside in front of the unit. For garage units, it is located next to the garage door.

Pest Control

For insects outside your unit, call the Management Company. They will contact the pest control vendor. If you have an insect infestation inside your unit, call Antimite Pest Control at (562) 426-8328 to schedule an appointment to treat the inside of your unit on the weekday that they are in the complex. The treatment costs \$15 or \$30, depending on the type of infestation. If you have just a small problem with ants, talcum powder Avon "Skin So Soft" or Zep Ant Bait Stations might take care of it.

Mail

The postal carrier comes six days a week in the afternoons. The carrier will take orders for stamps if you leave a note in your box. The nearest post office is at Centralia and Norwalk and is open from 8:30 a.m. to 4:30 p.m. Monday through Friday and until noon Saturday. If you get someone else's mail, please don't put it on the ledge at the mailboxes. Put it back in your box with a note that it was delivered to the wrong box.

Mailboxes

Your mailbox is usually located near your unit. The previous owner, real estate agent or your landlord must give you your two keys. The keys are not available from any other source. If you need to replace the lock, you can ask the postal carrier or leave a note on the outside of your box asking that the lock be removed. The carrier is usually in the complex between 1 and 3 p.m. Take the lock to a hardware store to get a new one, paying particular attention to the length of the tongue and the silver color. You may install the new lock yourself or ask for assistance. Mail cannot be delivered to boxes without locks.

DMV Change of Address or Name

When you move in, you must give the Department of Motor Vehicles your new address within 10 days. For a **Driver's License or Vehicle Registration** change, the DMV has two locations. One is on Artesia Blvd just west of Bellflower Blvd. The other is in Long Beach on Willow just west of Grand.

■ **HARDWARE STORES**

Home Depots are at Del Amo and Clark, at Studebaker and Alondra and at Lincoln and Valley View. Lowe's is in the Long Beach Town Center at Carson and the 605 Freeway. Ganahl Lumber is on Los Alamitos Boulevard between Cerritos and Katella. All American Home Center is at 7201 Firestone Blvd in Downey, just west of Paramount Boulevard.

■ **SHOPPING CENTERS**

Cerritos Mall is at South Street and Gridley. Lakewood Mall is at Del Amo and Lakewood Boulevard. Buena Park Mall is at La Palma and Stanton. Cerritos Town Center is at Bloomfield and 183rd. Long Beach Town Center is at Carson and the 605 Freeway.

■ **STORAGE FACILITIES**

There is a self-storage facility on Norwalk Boulevard just south of Centralia and another on Lincoln between Bloomfield and Moody.

■ **ASSOCIATION DUES (for owners)**

Bills go out about the 20th of the month and are due by the first. If you do not receive your statement before the first, contact the Management Company so you will not be charged a late fee. Not receiving a statement does not relieve you of the responsibility to pay your dues. Late charges begin on the 15th of the month. You may mail your payment, made out to Lakewood Shores HOA, to Transpacific Management Services, P.O. Box 4498, Santa Ana, CA. 92702-44398.

(Revised 11-12-09)

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