

NEW HORIZONS – SOUTH BAY ASSOCIATION
22727 Maple Avenue, Torrance, CA 90505
310-325-3080

RESIDENT & GUEST RULES & REGULATIONS

*Current regulations and subsequent Board motions
Have been revised, incorporated or deleted here.
This complete revision was adopted in August 2008
By the powers vested in the Board of Governors
Under Article 8, Paragraph J, of the Covenants,
Conditions and Restrictions.*

Effective November 1, 2008
Replaces September 2001

THE THREE KEYS TO CONDOMINIUM LIVING

TOLERANCE of other peoples' shortcomings.
CONTENTMENT with what we have at New Horizons.
RESPECT for the rights of others.

FOR POLICE information only call 310-328-3456

NEW HORIZONS OFFICE 310-325-3080

Office is open weekdays 8:30 AM – 12:00 PM and 1:00 PM – 4:00 PM
Closed Saturday & Sunday

Board members are to be contacted only during office hours, except in an emergency.

Address Directories for the entire condominium are posted outside of our Clubhouse on Maple Avenue and in front of the Sports Center on Nadine Circle.

Use of building numbers will make it easier for friends and tradesmen to locate your address.

911 EMERGENCY CALLS 911

**For FIRE & RESCUE, POLICE, HIGHWAY PATROL, SHERIFF,
AMBULANCE, PARAMEDICS – DIAL 911**

When calling, identify you area as 'Torrance',
Give your street address, New Horizons, your building number and access driveway.
If possible, have someone in the street to direct the emergency personnel.

Senate Bill 1148 requires that the Association must attach this notice to its Governing Documents:

“IF THIS DOCUMENT CONTAINS ANY RESTRICTION BASED ON RACE, COLOR, RELIGION, SEX, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, NATIONAL ORIGIN OR ANCESTRY, THAT RESTRICTION VIOLATES STATE AND FEDERAL FAIR HOUSING LAWS AND IS VOID. ANY PERSON HOLDING AN INTEREST IN THIS PROPERTY MAY REQUEST THAT THE COUNTY RECORDER REMOVE THE RESTRICTIVE COVENANT LANGUAGE PURSUANT TO SUB-DIVISION (C) OF THE SECTION 12956.1 OF THE GOVERNMENT CODE.”

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NEW HORIZONS – SOUTH BAY ASSOCIATION

New Horizons is designed as an ACTIVE ADULT COMMUNITY in a resort setting that provides amenities for various activities. Our condominium community requires rules and regulations as guidelines for living together in a peaceful and tranquil manner.

The following pages set forth some rules for the common areas and other specific areas that will insure all residents a peaceful coexistence with their neighbors as well as provide guidelines for our guests.

Please remember that our Association is a volunteer organization and all members of the Board of Governors and all committee members are unpaid residents who volunteer their time and effort.

ENFORCEMENT OF REGULATIONS

The Board of Governors, elected by the owners, has the overall responsibility to manage the affairs of New Horizons including the reasonable enforcement of the Association's governing documents including the Management Agreement, the Conditions, Covenants & Restrictions; and the Resident & Guest Rules & Regulations.

The primary means of enforcement shall be by personal contact and persuasion. However, when required, the Association has a policy imposing a monetary penalty on any association owner or resident for a violation of the governing documents relating to the activities of an owner, a resident, a guest or an invitee of a resident.

Owners and/or residents will be given an opportunity to be heard before the Board of Governors prior to any monetary penalty being levied. The hearing will be held in executive session and actions of the meeting will be generally noted in the minutes of the Board of Governors meeting.

SCHEDULE OF MONETARY PENALITIES & FEES

1. The Association may levy a monetary penalty from \$25 up to \$500 for any violation of the Association's governing documents. The amount of the penalty will be determined by the Board of Governors after considering the severity of the violation, prior violations and the facts and circumstances under which the violation occurred.
2. Where the violation is ongoing, the Association may levy a monetary penalty of \$25 per day for each day the violation continues without correction until the penalty reached \$1,000 which may result in legal action.
3. Where an owner, owner's guests, tenants, or invitees have damaged the common area, the Association may levy a monetary charge in a sum equal to the cost to repair the damage and thereafter lien the owners unit, if payment is not made, in accordance with California Civil Code Section 1367.1 (d).

WORK REQUEST & SUGGESTION FORM

A completed written Work Request & Suggestion Form MUST be submitted for all requests and suggestions from a resident to the Board of Governors. These forms are found in the Clubhouse hallway.

GENERAL RULES & REGULATIONS

- A. All residents are required to be registered with the Condominium office.
- B. Residents are asked to wear their name badges when in the common area.
- C. Key Cards and name badges may **NOT** be loaned or transferred to anyone for any purpose.
- D. Non-resident owners forfeit the privilege of use of the recreational facilities.
- E. Non-guests are considered trespassers. Exceptions are tradesmen or agents who are acting on behalf of a resident.
- F. New Horizons quiet hours are from 10:00 PM to 8:00 AM. (Employees begin work at 7:00 AM.)
- G. Suggestions, complaints and requests from residents must be submitted in writing on a Work Request & Suggestion form. These forms are available in the Clubhouse hallway. All forms must be signed and dated.
- H. Trash pickup is every Monday and Thursday. Trash bins are for household trash ONLY. Discarded appliances, electronic equipment, carpets, furniture and materials from remodeling are NOT ALLOWED.
- I. The Clubhouse and the Sports Center are non-smoking buildings.
- J. All owners/residents are responsible for workable smoke detectors within each unit.
- K. The use of bicycles, motorbikes and motorcycles is not permitted in common areas, except on driveway.
- L. Roller skates, skateboards and tricycles are not to be used in any common area.
- M. Private garage or yard sales are PROHIBITED.
- N. One 'For Sale' or 'Lease' sign and one 'Open House' sign, 18" x 24", may be displayed. All other signs are prohibited.
- O. Residents are prohibited from using any facility for commercial use or personal gain or profit, prestige of the resident, political purposes, religious purposes or the benefit of any other organization.

RESIDENTS HIRING EMPLOYEES FOR PERSONAL TASKS

Any work for which a resident hires a New Horizons employee is at the expense of the unit owner. This work is **not to be done** during our employees' regular working hours, which are from 7:00 AM to 3:30 PM., this includes lunch hour and rest breaks.

GUEST POLICY

New Horizons recognizes that at times circumstances will prevent residents from accompanying their guests to our recreational facilities. This section describes the procedure to be followed to provide guests access to common areas and limited use of other facilities within New Horizons without the residents being present. This is limited to adult guests and their immediate family.

Persons who wish to be included in the guest policy must register with the New Horizons office. The guest must be at least 18 years of age to qualify for these privileges. The host resident is responsible for the guest's behavior including compliance with all rules and regulations.

The guest policy is a privilege extended by New Horizons and, as such, may be canceled and not granted in the future to those who have failed to abide by our rules and regulations. A list will be maintained by the office of those ineligible to obtain future guest badge privileges.

GUEST GUIDELINES

Upon completion of a registration form and a \$20 deposit, the guest will be issued a GUEST BADGE for a limited period of time. The \$20 deposit will be refunded when the guest badge is returned except in the event of property damage. Should property damage occur, the deposit will not be returned and collection procedures for damages will proceed against the owner who sponsored the guest.

- A. A Guest who has been issued a guest badge agrees under penalty of forfeiture of the deposit to abide by all rules and regulations. The guest badges will be utilized by the guest in the same manner as a resident uses his badge.
- B. If the guest badge is not returned within 60 days of its expiration date, the \$20 deposit will be forfeited.
- C. Guests, provided they are wearing a guest badge, are permitted to use the swimming pools, gym, shuffleboard and equipment, Ping-Pong room and the billiard room within our guidelines and without the resident's presence.
- D. Guests must monitor the behavior of all children in their care.
- E. Unescorted guests are **PROHIBITED** use of the golf course, wood shop, tennis court or artisan room at all times.
- F. Persons under the age of 18 are NOT allowed on the golf course, wood shop, artisan room and billiard room.

PLUMBING PROBLEMS

All stoppages or overflow of water from any fixture within a unit must first be reported to the Association office. The Association will arrange to investigate and diagnose the cause and location of the stoppage.

Unit owners/residents who contract with a plumber without first notifying the Association are responsible for all costs regardless of the source of the problem.

Residents who experience problems of this nature that occur after hours, on weekends or on holidays, must contact the Chair of the Buildings & Pools Committee or the Chairman or Secretary of the Board of Governors.

STOPPAGES WITHIN UNITS

When a stoppage has been determined to be a clog in an interior pipe, the cost to rooter out the stoppage should be equally divided between the owners of the upper and lower units.

MAJOR ELECTRICAL PROBLEMS

Persistent flickering of lights or no power in any one room of a unit must first be reported to the Association office. The Association will arrange to have an approved electrician investigate and diagnose the cause.

Unit owners/residents who contract with an electrician without first notifying the Association will be responsible for all costs regardless of the source of the problem.

Although this procedure is initiated by a phone call, residents are advised to follow up with a written Work Request.

ARCHITECTURAL RULES

No REMODELING, MODIFICATION or IMPROVEMENT to the interior or exterior of any unit may be started without prior written approval of the Architectural Committee.

- a. Requests must be submitted to the Architectural Committee at least 3 weeks before any work may begin.
- b. Request forms are available in the Clubhouse hallway.

Prior approval by the Architectural Committee is required before the installation of:

- a. Inclinator Chairs.
- b. Satellite dishes.
- c. Marine carpeting on the upper balconies and decks.

Prior approval of the Architectural Committee and a City of Torrance Building Permit are required for:

- a. Installation of balcony or patio awnings.
- b. Copper re-piping.
- c. Addition of ANY new wiring within the unit.

To obtain authorization, a completed written Work Request must be submitted.

BALCONIES, DECKS, PATIOS, STAIRWAYS

- A. NO OBJECTS, of any kind, are allowed on the stairways and railings.
- B. No more than six potted plants, on dishes, weighing no more than 25 pounds each may be placed on upper decks or balconies in order to maintain the integrity of the upper deck surface and for easy removal for painting and other maintenance.
- C. Hosing of the upper decks and balconies is PROHIBITED. Residents must use a broom or mop.
- D. No visible clothing, towels, mops, rugs, boxes, etc. are to be placed or hung on or within upper decks and balconies or on lower level patios.
- E. Cabinets or items exceeding the height of the upper level protective railing or the lower level fence may NOT be stored on the deck or patio.

- F. The installation of carpet on the upper decks or balconies is voluntary and must be funded by the unit owner. The covering must have a marine backing and must first be approved by the Architectural Committee.
- G. Multiple access balconies are for the use of all residents with doors opening onto the balcony, access from one end to the other **MUST NOT** be blocked.

GARDENING & LANDSCAPING

The Association, via the Grounds Maintenance Committee, shall retain the right to maintain, trim, mow, remove, replace and or service all plants, trees, shrubs, flowers, sprinklers, grass areas, golf course and putting green, etc., that is part of the common area of New Horizons.

PLANTING BY RESIDENTS

1. Changes to the existing landscaping **MUST** be approved in writing by the Grounds Maintenance Committee.
2. Planting ficus trees in the common area is strictly **PROHIBITED**.
3. Residents are permitted to plant and maintain flower gardens in the common area adjacent to their unit only with prior written approval of the Grounds Maintenance Committee.
4. Rose bushes will not be cared for by the gardeners.
5. Residents may identify those garden areas that they intend to care for themselves by including a 'flag on a stick' among the plants. The flags are kept in the Newsletter Office and are available upon request.

To obtain authorization, a completed written Work Request must be submitted.

VEHICLES, GARAGES, REMOTE CONTROL, DRIVEWAYS, PARKING LOTS

VEHICLES

1. All resident's automobiles are required to display an identification decal in the rear window of the passenger side.

GARAGES

Garage spaces are part of the common area. Each owner of a space is entitled to its exclusive use. However, its character as part of the common area prohibits the following:

- a. Bulk storage
- b. Conversion to a hobby shop
- c. Auto repairs
- d. Any other use which in effect displaces a vehicle
- e. Renting of garage spaces to non-residents
- f. Sleeping or residing in parked vehicles or in the garage
- g. Backing vehicles into the garage

Certain limited storage, in addition to that available in the existing cupboard, is permissible subject to the same general restrictions that apply to other exclusive common area property, such as patios. Temporary exception to the above rules may be granted at the discretion of the Condo Code Enforcement Committee.

GARAGE DOOR REMOTE CONTROL

This device is the personal property of the unit owner/resident. Maintenance of the control is the responsibility of the unit owner/resident.

DRIVEWAYS

The speed limit throughout New Horizons is 10 mph.

REGULATORY DEVICES

Regulatory devices on common property; such as signs, parking restrictions, curb painting, speed limits and speed bumps, shall be added or eliminated solely at the discretion of the Board of Governors by majority vote at a regularly constituted Board meeting. (February, 1996, Board vote)

To provide emergency stations for use in time of disaster, the Board of Governors may authorize the permanent parking of particular vehicles in specially designated locations in the common area.

PARKING LOTS

1. Parking in the common area is limited to 72 continuous hours. An extended parking permit may be obtained from the Association office.
2. Recreational vehicles may be parked in the common area for no more than 48 hours for the purposes of cleaning, loading or unloading.
3. Residents' vehicles may be washed only in the designated areas.

Action against violators of parking regulations may result in a fine or the towing of the illegally parked vehicle. Unlicensed or inoperative vehicles will be deemed to be 'dead storage' and no time period shall be required to declare them illegally parked.

PETS

Only one pet per unit is allowed.

- a. Dogs and cats must be on a leash and in the care of a competent person when outside the house.
- b. It is unlawful for an owner or a person having custody of any pet to fail to immediately remove and dispose of defecation in a sanitary manner.
- c. Do not leave your dog alone all day or night as its barking annoys the neighbors.
- d. Pets are not allowed in the Clubhouse, tennis court, Sports Center, pool areas, golf course or putting green at any time.
- e. It shall be unlawful for any person to keep any animal or bird that, by causing loud, frequent noises, shall disturb the peace and quiet of the neighborhood.
- f. The feeding of wild birds and animals is PROHIBITED.

Pets may be declared a nuisance in the following manner:

- a. Complaint by a resident to the Condo Code Enforcement Committee.
- b. Condo Code Enforcement Committee attempts to resolve the problem.
- c. If necessary, this committee will recommend Board action.
- d. The Board will attempt to resolve the problem.
- e. If necessary, the pet shall be declared a nuisance.

CLUBHOUSE

The Clubhouse is intended for the use of the Board of Governors and the standing committees, New Horizons Clubs' activities and our residents. The electricity in this building is turned off at 11:00 PM.

- a. Residents are prohibited from using any facility for personal gain or profit, prestige of the resident, political purposes, religious purposes or the benefit of any other organization.
- b. Residents and guest are not permitted to wear bathing suits or other brief attire in the Clubhouse. This exclusion is not intended to prevent entering or leaving the bathrooms or to use the uncarpeted sections of the building.
- c. Youngsters under the age of 16 are not permitted on the outside balcony or stairway at any time.

PRIVATE PARTIES

Residents may reserve the lounge or town hall for their exclusive use for a private party.

- a. Reservations must be made at least 3 weeks in advance of the event.
- b. To reserve either room, a resident must first obtain the permission of the Chair of the Recreation Council.
- c. The resident must meet with a representative of the Clubhouses Committee in order to complete the appropriate paperwork.
- d. A security deposit may be required at the time the paperwork is signed.

BILLIARD ROOM

This facility is for the use of adults only. Unless guests are registered and possess a guest badge, they must be accompanied by a resident.

- a. Food and drink are permitted in the billiard room only in designated areas.
- b. Identification badges are required for residents and unescorted guests.
- c. No more than three games may be played when others are waiting.

THIS BUILDING IS SMOKE FREE

PICNIC AREA

The picnic area is not available to be reserved for the exclusive use of any resident.

All other rules pertaining to the Clubhouse, golf course, putting green, billiard room, lounge and swimming pool are applicable.

GOLF COURSE & PUTTING GREEN

- a. These facilities are to be used only by adult residents and their adult guests.
- b. Proper attire is required at all times. The dress code means no short shorts or bra tops and men must wear shirts.
- c. The rules governing play and further restrictions are posted at the Clubhouse and will be strictly enforced.
- d. Persons under the age of 18 are NOT allowed on the golf course or the putting green at any time.

SWIMMING POOL – CLUBHOUSE

This pool is open daily from 6:00 AM to 10:00 PM for use by adult residents and their guest with the following exceptions:

- a. Persons under the age of 18 may use the pool only from 9:00 AM to 6:00 PM and must be accompanied by an adult resident or an adult guest with an approved identification badge.
- b. All children still in the diaper stage are prohibited from using the pool at any time unless they are using an approved swim diaper.
- c. All entries to the pool area must be closed and latched at all times.
- d. Pets are NOT permitted in the pool area at any time.
- e. Persons with long hair must wear bathing caps or the hair must be restrained in a pony tail or braid. Hairpins and curlers are not permitted.
- f. Glass containers in the pool area are not allowed.
- g. Diving, running, horseplay and throwing foreign objects are prohibited.

THERE IS NO LIFEGUARD ON DUTY

SPORTS CENTER

SWIMMING POOL – SPORTS CENTER

This pool is open daily from 6:00 AM to 10:00 PM for use by adult residents and their adult guests with the following exceptions:

- a. Persons under the age of 18 may use the pool only from 10:00 AM to Noon & 3:30 PM to 5:00 PM daily during the winter months of NOVEMBER through APRIL.
- b. Persons under the age of 18 may use the pool only from 11:00 AM to Noon & 4:00 PM to 5:00 PM during the summer months of MAY through OCTOBER.
- c. All children still in the diaper stage are prohibited from using the pool at any time unless they are using an approved swimmer diaper.
- d. All entries to the pool area must be closed and latched at all times.
- e. Pets are NOT permitted in the pool area at any time.
- f. Persons with long hair must wear bathing caps or their hair must be restrained in a pony tail or braid. Hairpins and curlers are not permitted.
- g. Glass containers in the pool area are not allowed.
- h. Diving, running, horseplay and throwing foreign objects are prohibited.

THERE IS NO LIFEGUARD ON DUTY

THERAPEUTIC POOL & SAUNAS – Persons under the age of 18 may not use the therapeutic pool or saunas at any time.

GYM – This facility may be used only by adult residents and their adult guests between the hours of 6:00 AM and 10:00 PM. **Use of the equipment is at the user's own risk.** Persons under the age of 18 are not permitted to use the gym.

WOOD SHOP, CERAMICS & ART ROOMS – These facilities may be utilized only by adult residents between the hours of 8:00 AM and 10:00 PM. Persons under the age of 18 are not permitted to use these facilities.

PING-PONG ROOM – Youngsters under the age of 18, accompanied by an adult resident, are permitted to use the Ping-Pong table.

Rules governing the use of these areas are posted within each room. Also, as with all of our facilities, residents are expected to clean up after each use and to return the equipment to its proper location. The electricity in this building is turned off at 11:00 PM.

THIS BUILDING IS SMOKE FREE

TENNIS COURT

1. Hours shall be from 8:00 AM to 10:00 PM daily.
2. Use of the tennis court is restricted to New Horizons residents and guests.
3. Guests must be accompanied by a resident at all times.
4. Tennis shoes must be worn on court and practice areas. Appropriate tennis attire is desirable.

Full rules regarding the sign-up sheet, open play and use of the court by persons under the age of 18 are posted on the bulletin board inside the Ping-Pong room.

END OF RULES