

Summer Lake
Owners Association
Oakley, California

COMMUNITY HANDBOOK

Adopted November 5, 2020 / Updated December 1, 2025

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COMMUNITY HANDBOOK INTRODUCTION

The fundamental purpose of the Summer Lake Owners Association (Association) is to protect owners' equity in their properties, maximize enjoyment, assure the continued aesthetic beauty of the community, and to provide the framework with which people can live in harmony.

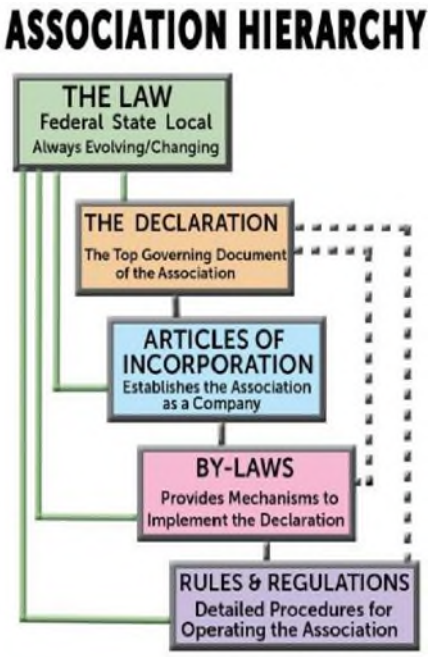
In order to have a peaceful, organized environment within the Summer Lake community and to meet the above goals, the Board of Directors has adopted a set of rules, regulations, standards and guidelines in compliance with the covenants (Master Declaration of Restrictions – CC&R's) which all owners and residents are required to follow.

<u>THIS COMMUNITY HANDBOOK INCLUDES THE FOLLOWING SECTIONS</u>:

0. This Introduction
- I. Community Rules
  1. Association Governance
  2. Rules
- II. Architectural Rules, Standards & Guidelines
  1. Architectural Process
  2. Application & Completion Process
  3. General Architectural Standards & Guidelines
  0. Recommended Plant List
- III. Enforcement & Collections
  1. Inspection and Violations Policy
  2. Assessment Collection Policy
  3. Fine Schedule
  4. Payments
  5. Payment Plans and Meetings
  6. Liens and Foreclosure
- IV. Common Questions and Answers

Separate from this Community Handbook are additional documents pertaining to the Association as follows:

A. Articles of Incorporation
B. By-Laws
C. CC&R's
D. Election Rules



Owners and/or residents should also review these documents to ensure you understand your rights and obligations as an owner and/or resident of the Summer Lake Community.

State law obligates the owner/seller to provide a prospective purchaser with copies of the governing documents. All gate access devices in seller's possession or control, are to be turned over to a buyer upon completion of the sale.

This Community Handbook and the above additional governing documents are all available to all Owners of the Summer Lake Owners Association for download online on the "Management" website.

Each section and each individual Architectural Standards & Guideline sub-section may have its' own individual revision date.

If you desire a paper copy, please contact Management who can provide you with a copy (a fee will be charged).

I. SUMMER LAKE OWNERS ASSOCIATION COMMUNITY RULES

Adopted November 5, 2020 / Updated December 1, 2025

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A. PREAMBLE

1. **The fundamental purpose of the Association Community Rules (Rules) is to provide a basis for protecting owners' equity in their properties, maximize enjoyment, assure the continued aesthetic beauty of the community, and to provide the framework with which people can live in harmony.**

2. The authority for the Board of Directors to form and enforce rules is provided by the Declaration of Covenants, Conditions and Restrictions under Article 5.6.2. A copy of this Declaration was required to be given to each owner at the time of purchase of their lot.

3. The Rules as contained herein are issued by the Board of Directors. They are supplemental to the conditions of ownership in the Master Declaration of Restrictions (CC&Rs). If there is any conflict, the provisions of the Declaration will prevail.

4. The Rules are intended as a guide to the conduct and activities of all members, lessees and residents of the Summer Lake Owners Association and their guests, to the end that everyone living in and using the facilities will enjoy the maximum pleasure without annoyance or interference from others. Strict observance and adherence is urgently requested by the Board of Directors. Policing actions because of violations, should not have to be necessary, but might be required.

5. The Manager of the Summer Lake Owners Association has been instructed by the Board of Directors to require the compliance of all persons on Association properties with the provisions of all Rules, Bylaws and the CC&Rs. In the instance of a person violating the Rules, the Bylaws or the CC&Rs, the Manager has further been instructed to do any of the following:

    a. Obtain names and addresses of violators and report to the Board of Directors.
    b. Remove the persons from the Association premises, if necessary.
    c. Call upon a law enforcement agency for assistance.
    d. Call upon residents to assist in his duty.
    e. In the case of residents' children, make an effort to contact their parents immediately, prior to making the action called for in (b), (c), and (d) above.

B. ASSOCIATION GOVERNANCE

1. ASSOCIATION MEMBERSHIP

a. Association members are those individuals owning a lot in the Summer Lake Community located in Oakley, California.

b. Residents are defined as:
   1) Owners and members of their families living on the premises of the Community,
   2) or Lessees/Renters and members of their families living on the premises of Summer Lake Community.

c. All members and residents must be registered with the Management Company.

d. All members pay monthly dues to support the operation of the Association and to use the Association Common Area Facilities.

e. All members are responsible for adhering to the rules and regulations of the Association and are subject to enforcement fines for non-compliance. It is the primary resolution of the Association to first have compliance and then as a last resort, impose fines to ensure compliance.

2. GUESTS

a. Guests must be accompanied by a member host or hostess resident of the Association when using the common areas of the Association.

b. It is the right and duty of each resident to question the presence of any person who appears to be trespassing and/or advise the Manager regarding the situation.

3. MANAGEMENT COMPANY

a. The Association has hired a Management company (Management) that specializes in managing homeowners associations.

b. The Management company is responsible for acting upon behalf of the Board of Directors to manage the associations responsibilities including dissemination of information to Owners, Owner compliance with Association rules, standards and regulations, billing and collections, record keeping, and anything else as deemed appropriate by the Board.

4. BOARD AND COMMITTEES

a. The Association has a board of 5 members. It is the boards responsibility to ensure that the Association exercises its' rights and performs its' duties as described in all of the governing documents.

b. Committees may be established to assist in the operations and/or activities of the Association to serve at the will of the Board. Suggested committees are as follows: Landscape, Lake, Architectural, Safety, Community Events and others as determined by the Board.

c. Following is an application for members to apply to be a member of a committee.

SUMMER LAKE OWNERS ASSOCIATION

COMMITTEE APPLICATION

PLEASE PRINT CLEARLY AND INCLUDE ALL INFORMATION REQUESTED.
COMMITTEE MEMBERS ARE APPOINTED BY THE BOARD.

OWNERS NAME: _____ DATE:_

ADDRESS: _____

EMAIL ADDRESS:_____

PHONE: (Cell) _____ (Home): _____ (Work) __

Off-Site Address (if applicable): _____

1) Background / Experience / Qualifications:

_____

_____

_____

_____

2) Reasons for wanting to Serve on a Committee(s):

_____

_____

_____

_____

3) Are you available to Attend Meetings in the evenings? _

4) Are you Available to Attend inspections during the day? _

5) Please check the Committee(s) that you are interested in:

- ☐ Landscaping/Maintenance
- ☐ Community Events
- ☐ Pool
- ☐ Safety
- ☐ Architectural
- ☐ Lake
- ☐ Other

Please Return this Form

To: Seabreeze Management
11501 Dublin Blvd, Suite 200
Dublin, CA 94568

Phone: 925-452-8234 Fax: 949-855-6678

Or eMail: Liza.DeJesus@seabreezemgmt.com

C. RULES

1. NEIGHBORLY CONDUCT

a. All activities, whether individual or group, shall be conducted at a noise level that is reasonable and not disturbing to other Association residents. Each owner or resident is responsible for the conduct and behavior of their children, guests, and any visiting children and for any property damage caused by such persons.

b. Residents, and their guests, may not operate or play a radio, television set, stereo, phonograph receiving set, tape or compact disk player, jukebox, musical instrument, public address system or similar device between 10:00 p.m. and 8:00 a.m. in such a manner as to be plainly audible at a distance of 50 feet from the building, structure or vehicle from which it is located or a distance of 50 feet from the device if outside. Per City of Oakley Municipal Code 4.2.208.

c. Vehicles, toys, or bicycles are not allowed to be parked or placed so they block or interfere with pedestrian traffic on the sidewalks. The placement of unattended items such as tricycles, play toys, or other equipment in front yards is prohibited.

d. No noxious or offensive activities shall be carried on nor shall anything be done which may be or become an annoyance or nuisance to the residents or which shall in any way interfere with the quiet enjoyment of occupants in the residences.

e. No exterior speakers, horns, whistles, bells, or other sound devices, except security devices used exclusively for security purposes shall be located, used or placed on any lot.

f. Only usual and customary outdoor patio furniture is allowed on porches, in courtyards and docks.

2. BUSINESS ACTIVITIES

a. No business activities of any kind are to be established, maintained, permitted, or conducted in any home in violation of local ordinances or the CC&Rs Section 3.1.

b. It is noted that some business activities are authorized by city code and/or local law and these are acceptable provided they meet all specified criteria.

3. RENTAL AND/OR LEASE OF HOMES

The owner may rent his or her Lot provided each of the following conditions is satisfied:

a. The lease or rental agreement must be in writing and must be for a term of not less than 30 days and be subject to the CC&Rs, Bylaws and adopted rules.

b. Before commencement of the rental agreement, the Owner is required to notify management of the names and phone numbers of their tenants and provide a copy of the rental agreement. Please refer to Section 3.2 of the CC&Rs for further restrictions.

c. The rental agreement must contain a provision stating that the renters are subject to the Governing Documents of the Association and any violation of any of the foregoing shall be default with under the rental agreement.

d. The Owner is responsible to provide a copy of the CC&Rs, Bylaws and these adopted rules and regulations to their tenants at their sole cost.

e. Owners leasing their home retain their voting right in the Association but assign the use of all common facilities of the Community to the lessee of their home. The lessee assumes the privileges and responsibilities of membership as hereinafter stated but does not have a voting right since the vote belongs only to the owner. Non-resident owners are not permitted to use any common area facilities when so assigned to a lessee except as a guest of a resident.

f. Renting lots for commercial purposes other than the above and/or listing on websites such as Airbnb and VRBO is not permitted. Owners found in violation are subject to an immediate hearing and fines for each day the unit is listed on such websites or similar venues.

g. Lease and/or rental of homes must adhere to any City of Oakley registration and inspection requirements, i.e.: City Municipal Code 4.30 and pay any annual fees as applicable.

h. No trailer, tent, shack, garage, basement of any incomplete building, or temporary building or structure will be used as a residence, either temporary or permanent.

4. ANIMALS

No animal may be maintained for any commercial purpose. Normal and customary household pets may be maintained within the Community in compliance with all local ordinances, including, but not limited to, any leash law, and the following conditions:

a. Whenever pets are outside of the resident's lot, they must be on leash or otherwise under the responsibility and control of the owner.

b. Residents must clean up after any mishap performed by their pets.

c. Residents shall be responsible for any personal injury or property damage caused by their pets.

d. Pets emitting excessive noise, or in any manner unduly disturbing other residents, may be prohibited by order of the Board of Directors after notice and a hearing.

e. Guests are not allowed to bring pets onto Association common landscaping areas.

f. No animals shall be maintained for any commercial purposes.

g. No structure for the care, housing or confinement of any animal shall be maintained so as to be visible from neighboring property unless approved by the Architectural Committee. Please refer to Section 3.6 of the CC&Rs for additional animal restrictions

h. In addition, the Board, after notice and a hearing, may require the permanent removal from the Community of any animal that the Board, in its discretion, determines is a nuisance, a danger to the health or safety of any resident, or otherwise interferes with the quiet use and enjoyment of residents on any lot.

5. <u>EXTERIOR APPEARANCE/SIGNAGE</u>

a. In order to maintain the uniform aesthetic attractiveness of the Association and compliance with the CC&Rs, the interior surfaces of all windows shall be covered with normal and customary window coverings such as curtains, shutters or blinds. The exterior side of window coverings shall be white or off-white or natural stained wood blinds unless approved otherwise in writing by the Architectural Committee.

b. Except as otherwise authorized by law, no sign, poster, flag or banner shall be displayed on any Lot or Common Area except in compliance with any signage guidelines adopted by the Architectural Committee. NO VENDOR ADVERTISING SIGNS ARE PERMITTED.

c. One sign of reasonable dimensions not to exceed 18" x 30" advertising the home for sale or rent may be displayed in the window of a home, front yard area or other areas designated by the Association.

d. No "For Sale" or "For Rent" or other signs shall be allowed on the backyard on a Lake Lot that is visible from the Lake unless installed by the Association for safety purposes.

e. Temporary signage, such as directional signs for open houses, garage sales and community events notifications are permitted, on the condition that they do not block passage of persons, are not attached to common area fixtures and must be removed within twenty-four (24) hours of the event.

f. No basketball standards, hoops or backboards or other fixed sports apparatus shall be attached to the front of any Residence or erected in the front yard. All

sports fixtures proposed for rear yards must be approved by the Committee. Portable basketball standards must be lowered and stored in garages or rear yards when not in use. Portable basketball standards may not be placed on sidewalks or the streets.

6. <u>HOLIDAY DECORATIONS, LIGHTS INSTALLATION AND ILLUMINATION</u>

	Decorations May be installed between the time frames below.	**Lighting** - Lights/Light strings May be illuminated between the dates below.
Halloween	October 1 – November 7	October 15 – October 31
Winter Holiday	November 7 – January 15	Day After Thanksgiving – January 2
All Others	15 days before and after	15 days before and after

a. Yard/House decorations and Lighting as described above including the dates allowed whether located on the outside of a house or visible from windows are considered temporary "holiday" installations and do not require Architectural approval.

b. This means that all installations outside the above dates are not approved and if present are subject to fines, etc. consistent with unapproved installations.

c. All holiday decoration lights must be turned off by midnight.

d. For Lakefront properties, no structures, fences, lighting or decoration of any kind are allowed within the fifteen (15) foot aeration and inundation easements area, or on the docks or boats. No shrubs are allowed other than where they were originally planted by the builder.

e. In addition, for lakefront properties, for any installation seen from the lake, such as blinking lights, are not allowed and no intense illumination including spotlights (if directed towards the lake) are allowed. White and colored lights may be ok as long as they do not provide for excessive glare on the lake and have been approved via an architectural application.

f. All other yard/house lighting other than the above, including rear yard lakefront properties (and for the dates listed above), will need an Architectural Application and Approval prior to display. If displayed without an application and/or approval, they must be removed immediately and if not, they can be subject to an immediate fine for each day in violation.

7. PARKING

a. Garages shall be kept clear so as to permit parking of the number of vehicles (minimum of two automobiles, trailers, boats, etc.) for which the garage was designed.

b. Garage doors must remain closed except for entering/exiting and when the garage is in use and attended.

c. Residents must keep the driveways clean of any oil or other stains at all times.

d. There shall be no maintenance (other than washing and cleanup) or repairs performed on any automobile except within an enclosed garage or except for any emergency repairs that are necessary in order to remove the vehicle to a proper repair facility.

e. No overnight or permanent parking of vehicles at the Canoe Club parking lot is permitted. Violation of this parking restriction may cause the vehicle to be towed at the Owner's expense.

f. All visible vehicles must display current license plates.

g. Inoperable vehicles, vehicles being used as storage and vehicles not displaying valid registration may not be parked in view of any common area.

h. Parking of any vehicle on any street within the Community is regulated and enforced by the City of Oakley.

i. Vehicles may be parked on driveway as long as the vehicles are entirely within the driveway and do not encroach into any sidewalk or street.

j. No mobile home, camper or recreational vehicle, boat, truck or similar equipment shall be stored within the Community unless parked entirely within a garage or an accessory structure that has been approved by the Architectural Committee. For purposes herein, "truck" does not include a vehicle one ton or under.

8. COMMON AREA SYSTEMS

a. Common area time clocks and lighting systems are to be adjusted and/or set by authorized personnel (as determined by the board) only.

b. Access to common area security systems and cameras are to be controlled and/or monitored by authorized personnel (as determined by the board) only.

9. COMMON AREA DAMAGE

a. Members, lessees and residents are responsible for payment of all cost of repairs for all damage to the Association's property caused by themselves, members of their families and/or their guests.

10. TRASH RECEPTACLES

a. Each Lot Owner is responsible for the removal of all the trash and refuse from that Owner's Lot. All trash and refuse shall be kept only in sanitary containers.

b. Containers shall be out of sight except for trash collection. Refuse containers shall under no circumstances be permitted to remain in view for more than a twenty-four (24) hour period. No container shall be stored in any areas where all or part of the container is visible form any other Lot or Common Area.

11. ANTENNA EQUIPMENT

a. No television, video or radio poles, antenna, satellite dishes, cables or other transmission and/or reception fixtures or personal property (individually and collectively the "Antenna Equipment") shall be installed or maintained on any Lot except as noted below.

b. The satellite dish/antenna is designed to receive or transmit direct broadcast satellite services or video programming service through multi-port distribution service, including multi-channel multi-port distribution services, instructional television fixed services, and local multi-point distribution service, or is an antenna designed to receive television broadcast signals. The Federal Communications Commission (FCC) will allow some restrictions by a community association as long as they do not cause delays or increase the cost of the installation or interfere with the reception of an acceptable quality signal. Owner/Applicant shall comply with the following additional guidelines:

1) Installation shall be made in accordance with applicable building, fire, electrical, and related codes. A building permit shall be obtained, if required by the local jurisdiction.

2) Exposed conduit or wiring is not allowed.

3) All satellite dishes/antennas shall be mounted in accordance with the Association’s specifications, which may be obtained from the Association office.

4) Owner/Applicant shall be responsible for the maintenance, repair and replacement of any satellite dish/antenna installation and shall be required to repaint it, if for any reason the exterior surface of the antenna becomes worn or deteriorated.

5) Owner/Applicant shall be responsible for any damage to any and all real or personal property or for any injury resulting from the installation of the satellite dish/antenna and/or its continued use or maintenance, including any damage to Association's Master Common Area.

6) If for any reason, Owner installs the satellite dish in a location which is not consistent with these Guidelines, the Association shall have the right to require the Owner to move the satellite dish to another location in accordance with these Guidelines, as long as the quality of reception is not affected. Any additional cost for relocating the satellite dish due to Owner's failure to comply with these Guidelines shall not constitute an unreasonable increase in costs, as that term is used herein. Preferred Locations:

7) Antennas shall be located in the attic space unless the applicant can prove that there is greater than a 10% degradation in reception.

8) The satellite dish shall only be installed at the pre-wired junction box installed by the developer and placed at or below the eaves, so it does not cross roof lines. The HOA prefers reasonable screening of the dish/antenna from view by surrounding Lots/Dwelling Units where the dish is located in the yard of a Lot.

12. CLOTHESLINES

a. No exterior clothesline shall be erected or maintained on any Lot; and there shall be no exterior drying or laundering of clothes on any balcony, patio, porch or other outside area of any Lot.

13. STORAGE/DISPOSAL OF CONSTRUCTION/HOUSEHOLD MATERIALS

a. Storage of construction materials is not allowed in the streets. Construction debris shall be removed from the front yard of a residence on a daily basis.

b. Household materials, including any paints, motor oil, pesticides or other household products, shall be disposed in strict compliance with federal, State and local laws and ordinances.

14. PRESSURE REDUCING VALVES AND MAIN WATER LINES

a. All homes within the Community shall be equipped with pressure reducing valves due to the high pressure in the water lines.

b. Each Owner is responsible for the maintenance and repair of the valves and main water lines located on the Owner's Lot. Please refer to Section 3.16 of the CC&R's for further restrictions.

15. UTILITY SERVICE

a. No lines, wires, or other devices for communication or transmission of electric current or power, shall be constructed, placed or maintained anywhere in or on any lot, unless contained in conduits or cables underground or concealed in, under or on a buildings or other approved structures, excluding temporary power or telephone services incidental to construction of approved buildings.

16. FIRES

a. No exterior wood burning fires are allowed.

17. LANDSCAPING

a. All landscaping in the Community shall be maintained and cared for in a neat and orderly condition consistent with the standards of design and quality as originally established by Builder and in a condition comparable to that of other well-maintained residential areas in both Summer Lake and in the vicinity of the Community.

b. Landscaping and landscape maintenance apply to the entire lot, to include:
   1) front yards
   2) rear yards
   3) side yards
   4) and front street planter strips.

a. All lawn areas shall be neatly mowed, and trees and shrubs shall be kept neatly trimmed.

. Owners need to be aware that the trees in the public street landscape planters (strip between the sidewalk and the street in front of your house) needs to be maintained as stated in the City of Oakley Municipal Code. Summer Lake homes have at least one tree or more in the planting strip(s) in the front of their home, and if a corner lot, on the street side of their property. The City, as well as the Summer Lake HOA, require that these trees be maintained, and replaced if they have been removed (Oakley Municipal Code 6.2.434 – 6.2.436).

b. It is also the responsibility of the property owner to keep trees from blocking street signs, extending over any street or alley – trimmed to a height of not less than twelve feet (12') over the street and a minimum of eight feet (8') over the sidewalk.

c. Tree stakes should be removed when newly planted trees are mature enough to stand on their own to avoid girdling by the tree ties.

d. Tree pruning can be done without a City Permit as long as no more than 25% of the tree structure is removed and the basic shape of the tree is maintained. Pruning should be started and continued after a tree is planted by removing lower branches, root suckers, and crown thinning as the tree grows. Some basic guidelines are not to remove more than 25% of the tree canopy or branches more than two inches in diameter (when possible). Pruning can be done by the homeowner or a professional tree service. There are many tree pruning instructional videos on the internet, and pruning can be accomplished with basic gardening tools for young trees, and pole trimmers/saws for mature trees.

e. The City of Oakley Parks and Landscape Division will allow trees that have been found to be too large for street planter strips such as Maple and Sycamore trees to be replaced with another variety of tree. The City will allow the Summer Lake Owners Association Architectural Committee to oversee the replacement of trees rather than having to obtain a permit from the City. An Architectural Application shall be submitted for the replacement of missing or the change out of existing trees.

f. Any weeds or diseased or dead lawn, trees, ground cover or shrubbery shall be removed and replaced.

g. Except to the extent that the Builder may have installed front and side yard landscaping thereon, each Owner, shall install permanent landscaping in the front and rear yards of the Owner's lot within 180 days after the conveyance of the lot to the Owner.

h. All major landscaping changes that can be viewed from a common area shall be approved in advance of installation as required with the submission of an Architectural Request, and installed pursuant to any and all landscaping guidelines as may be adopted by the Architectural Committee unless the architectural rules specify that advance approval is not required.

i. Soil Preparation and Mulching: A horticultural soils analysis for landscape plantings by a reputable laboratory that includes specific recommendations for Soil preparation, including amendments, soil conditioners, pH correction, and fertilization is recommended but not required.

    1) Rototill soil compacted by construction to a minimum depth of 8” after locating any underground utilities to prevent damage.

    2) In order to prevent interface layers between import topsoil and native soil, break up native soil by ripping or rototilling to a depth of 8” – 12” before addition of import topsoil or amendment.

    3) Amendments (nitrolized compost, gypsum, soil Sulphur, fertilizer, iron sulfate etc.) are to be rototilled into the soil. Avoid staining when using ferrus

sulfate as an amendment by washing off all hardscape immediately after applying or mixing, as it will stain concrete and stucco will rust.

5) Organic mulches, including wood chips, shredded bark and other commercially available mulches, are preferred to inorganic materials as surface coverings for planted areas.

6) A minimum 2" depth for Wood mulch is to be maintained around planted areas.

9) Dark Brown bark/mulch is preferred in all planted areas, however Black bark is allowed in front yards, the street planter strip, non-lakefront backyards and non-visible areas of lakefront backyards. Dark brown bark/mulch is the only approved color for visible areas of rear yard lakefront properties. "Visible" is defined if it can be seen from the lake and/or other lakefront property including via a neighbor through the black metal see-through fence.

Red bark, and/or white stone, is not allowed. Lava rock may be allowed only if approved via an architectural application. Natural color wood chips may be used in rear yards around the base of approved Play structures/equipment.

7) Permanent visible applications of inorganic sheeting, fabric, netting, etc. are not acceptable.

a. No cutting into or encroachment upon a slope will be permitted without approval first obtained from the Architectural Committee. Slope areas within any lot shall be maintained by the Owner in a neat, orderly and safe condition and in such a manner as to enhance their appearance, maintain established slope ratios, prevent erosion and sliding problems and to facilitate orderly discharge of water through drainage systems. No structure, planting, debris or other materials shall be placed or permitted to remain or other activities undertaken which might damage or interfere with established slope ratios, create erosion or sliding problems, or interfere with established drainage function or facilities.

b. All planting areas shall have a permanent underground, automatic spray or drip irrigation system. Irrigation systems shall be fully maintained in good working condition to ensure continued regular watering of landscape areas, and health and vitality of landscape materials.

c. All irrigation systems shall be designed to adequately establish and maintain healthy plant material with adequate water. The system shall provide 100 percent coverage and equalized precipitation rates. All systems shall be water conserving and as maintenance-free as possible. For individual homeowners, a low volume spray irrigation system, such as a micro-spray slow emission type, is strongly recommended. All systems shall be served by an automatic controller

and designed by a landscape architect or certified irrigation designer prior to submittal of the architectural application.

g. Irrigation and planted areas shall conform to these guidelines and the Contra Costa Water District “Design Basics”, “Landscape Maintenance”, and “Drip Irrigation & Maintenance” Guidelines.

1) Drip or bubbler systems are recommended for all slope areas and areas adjacent to the bulkhead. On slopes use integral check valves to prevent low heads from draining.

2) Space sprinkler heads for head-to-head coverage, utilizing triangular spacing wherever practical. Design the system for minimum runoff and over spray onto pavement or adjacent areas.

a. Irrigation system. Irrigation systems shall be equipped with an automatic controller capable of dual or multiple programming to allow lawn circuits to be programmed independently from shrub circuits. Establish an irrigation schedule according to the water needs of plants on each circuit, which reflects the time of year and plant maturity. Program irrigation controllers to prevent runoff. If the precipitation rate exceeds the soil absorption rate, program multiple shorter cycles as required allowing absorption.

b. Irrigation main line should by PVC schedule 40 with 12" minimum cover. Install backflow prevention devices in compliance with governing codes and ordinances. Irrigation circuits shall be separated based on sprinkler head types, plant types (e.g. turf vs. shrubs, drip vs. spray), precipitation rate, etc. sprinklers at the tops of slopes shall be on separate valves from sprinklers at the bottom of slopes

c. Monitor irrigation systems regularly for proper operation, leaks and broken heads, adjustment of controller programming, and elimination of excessive over spray and runoff

18. ARCHITECTURAL CONTROL

a. Architectural Standards and Guidelines have been developed concerning exterior changes to your home and improvements to your lot including the addition of hardscape and changes to landscaping.

b. The Board of Directors appoints a person to be the Chairman of an “Architectural Committee” and may approve additional members to be on the committee.

c. The Standards and Guidelines that have been developed conform with the CC&Rs of our Association. The purpose of the Architectural Standards and Guidelines are to provide the required information (including pre-approved items) and forms regarding any changes to your lot to include exterior changes

and modifications of the home and/or yards so the Architectural Committee may render a decision.

d. When applying for approval, please send as much information as you can and include the following specific items:

1) Completed application Form
2) One (1) set of prepared plans (professional drawn plans are preferred, but sketches with sufficient information and detail may be accepted).
3) Exact locations of structure, lot lines, setback etc.
4) State, color, size, composition and description of improvement(s)
5) Photo, sketch, copy of an advertisement or facsimile
6) Contractor's name or company making the item, etc. if applicable
7) Construction/modification schedule

e. Alterations, changes, additions or modifications made to your lot or the exterior surfaces of your home must be made to approved guidelines and/or have prior written approval from the Architectural Committee as required. This includes all visible landscaping including street planter strips, solar energy systems, fences, walls, sunscreens, decks, lattices, pools, spas, color changes, sheds, any sport apparatus, play structures, etc.

f. Any alterations that do not have prior written approval must be removed by the homeowner and the area will be restored to its original condition. Should the homeowner fail to comply, the Association will pursue its legal remedies including, but not limited to having the alteration removed at the owner's expense.

g. In addition, the Board of Directors may also assess fines in accordance with the fine policy for non-compliance of Board requests to have non-approved alterations restored to their original condition.

h. Please send all applications and plans for approval to the Management Company.

i. Please remember that you must get approval BEFORE making any changes or additions unless it specifically states that advance approval is not required.

19. RECREATIONAL FACILITIES

a. CANOE CLUB FACILITIES:

1) The Common Area Recreational Facilities/Canoe Club Facilities (Facilities) includes the Canoe Club, both the Large Pool and the Kiddie Pool, the Kiddie Playground, the Dock area, Lawn areas and Parking Lots.

2) HOURS OF OPERATION: The Canoe Club facilities are open from sunrise until 15 minutes after sunset unless specified otherwise.
3) While minimal lighting is provided in the pool area, it does not meet current applicable agency codes to allow nighttime or evening occupancy.
4) The total number people allowed at any one time per residence (including members and guests) is limited to a maximum of eight (8) per residence location so that other Members may have reasonable use of the Canoe Club facilities at all times.
5) No smoking anywhere within the Canoe Club Facilities.

b. GUESTS:

1) It is the responsibility of each Member to accompany any guests to the Canoe Club facilities.
2) Members are responsible for the actions of their guests. It is every members' responsibly to obey these rules. Persons who violate rules may lose their privileges.

c. CHILDREN:

1) Children under the age of fourteen (14) may use the Canoe Club facilities only if accompanied by an adult.
2) Children in disposable diapers are not permitted in the pool. Only specially designed swim-diapers are allowed.
3) Beginning swimmers and non-swimmers must stay in the shallow water.
4) Tot Lot — Parents are responsible to be with and monitor their children at all times while they are using the tot lot equipment.

d. SWIMMING POOL AREAS:

1) The Summer Lake Pool is for the use of members and their guests only. All guests must be accompanied by a Summer Lake community member.
2) Special Dates and/or times for use of the pool areas may be specified by the Pool Committee. Dates and times will be posted as required.
3) There is no lifeguard on duty, swim at your own risk.
4) Pool Monitors may be present during specified times to only monitor for facility use, provide for checkout of association boats and enforcement of rules.
5) The pool will be heated (typically from late May into October) as specified by the pool committee with concurrence by the Board.
6) No Glass Containers shall be allowed.
7) No diving, cannonballing, running, skateboarding, bicycling, skating, or boisterous play.

4) No profanity, improper behavior, intoxication or vulgarity.
5) No inflatable air mattresses, inner-tubes or rafts.
6) Throwing objects such as baseballs, footballs, and rocks, is prohibited.
7) Appropriate swimming attire is required. No cut-offs, jeans, thongs or other risqué or suggestive attire, is allowed.
8) All bobby and hairpins must be removed before entering.
9) Headphones must be used while listening to portable audio devices such as radios, and MP3 players.
10) Suntan oils and lotions are to be showered off prior to entering the pool.
11) Patio furniture shall always be returned to its original location.
12) Use of the small pool shall be limited to children under the age of 6 with parent or adult supervision at all times.
13) Children not toilet-trained must wear swim diapers.
14) No pets allowed in the pools or within the Canoe Club facilities (service animals are exceptions which must be on a leash).
15) No Barbecues (unless authorized as part of an Association organized activity).
16) No alcoholic beverages or drugs of any kind.
17) The pool is closed during maintenance services.
18) Please clean up after yourself. Use trash containers for all waste.
19) Only one Member access card will be issued to each household. To obtain a replacement cards/ FOB's (available for a fee), please contact Management.
20) Non-compliance with any pool rule will result in suspension of Canoe Club facility access indefinitely and may result in disciplinary action as determined by the Summer Lake Owners Association Board of Directors.

e. BOAT RULES

1) Boats may be available for check-out at the Canoe Club only by Summer Lake residents in good standing on a first come basis at no charge when pool monitors are present.
2) At least one “resident” must be in the boat and be at least 18 years of age.
3) Summer Lake residents must provide proof of residency and show a valid government issued ID (i.e.: driver’s license) for verification.
4) Boats cannot be reserved in advance and will be checked out on a first come, first available basis.
5) Boats can be checked out for a one-hour period of time. If no other guests are waiting for a boat, then the time may be extended (in one-

hour increments). Last checkout is no later than 1 $^{1}/_{2}$ hours prior to the pool monitor's shift end.

6) The pool monitor will provide to the resident a key to unlock the boat. The key must be returned to the pool monitor prior to departing from the dock.

7) Life jackets will be checked out using the boat checklist – one life jacket per person is required. The resident is responsible for ensuring that the correct size life jacket is checked out and used.

8) Boats when returned after use are to be returned to the same location and re-locked as found.

9) Boats will be returned as found with no clutter or garbage in the boats.

10) Boats use and etiquette:

    i. Boat users shall be considerate of lake front properties privacy, i.e.: do not disturb or stare into homeowner's homes or linger in front of a home.

    ii. When using the boat, keep a respectable distance from both the lake shore and homeowner's docks, i.e.: 15 feet unless invited by a homeowner.

    iii. Residents acknowledge that sound travels very easily over water and that they should be considerate of others by not making loud sounds – no music or loud noise will be allowed.

    iv. No fishing is allowed from the boats. Animals are not allowed in boats.

    v. No alcoholic beverages are allowed in the boats.

    vi. It is the resident's responsibility to be knowledgeable in the operation of the type of boat being checked out. The following information is available to all residents prior to checking out of a boat. Residents are encouraged to watch one or both of the following YouTube videos prior to check out of a boat: "Steering a paddle boat on the lake" or "Sun Dolphin Pedal Boat Review" (https://www.youtube.com/watch?v=uoOw9hrVQbk) / (https://www.youtube.com/watch?v=ktebpoj0oGc)

    vii. During high winds (at the discretion of the Pool Monitors), boats will not be allowed to be checked out due to potential unsafe conditions and the potential inability of homeowners to be able to return the boat at the appointed time due to high head winds – Pool Monitors decision will be final.

    viii. Residents will be provided with the above instructions by which they must agree to prior to checking out of a boat.

ix. Per the Rules “no boat may be tied or moored to the dock at the Canoe Club overnight”. It is noted that homeowner association boats, to include maintenance boats, are exempt from this requirement.

x. Residents that get stuck in the lake, and require towing, will be called to a hearing, and a minimum $50 towing fee and any costs for any property damage.

f. ANNUAL MEMBERSHIPS (POOL AREA ONLY):

1) Pursuant to the approval granted by Contra Costa County & Section 2.20 of the CC&Rs, the “Pool Area Only” will be available to the general public on an annual fee membership basis.

2) A fee schedule has been developed for the pool area only (lake and dock area is excluded) and is available by contacting the Management Company.

g. RISK OF USE

1) Use of the Canoe Club Facilities including the Pool is at the swimmer's own risk.

2) Without limiting any other provision of these Rules and Regulations, each Member, Resident, Contract Purchaser, the Public, or Lessee/Renter/Tenant is personally liable for any injury (including contracting any virus or illness) to his or her family members, Guests and other invitees using the Canoe Club Facilities and/or pool.

20. <u>LAKE RESTRICTIONS</u>

a. Swimming or wading in the lake is strictly prohibited.

b. No person shall feed any bird or fish inhabiting the lake.

c. The lake is available for recreational use from only during the daylight hours from sunrise to 15 minutes after sunset. No other activity including boating is allowed at night or during the evening (defined as from 15 minutes after sunset to sunrise).

d. Fishing in or on the Lake is permitted on a “Catch and Release” basis provided residents shall not use any live bait other than earthworms.

e. There shall be no trapping or taking of any wildlife by other than the Association, except for fishing by hook and line.

f. No persons shall release any animal or fish into the Lake except under the direction of the Association. Under no circumstances shall any carp or non-California native fish or wildlife be released into the Lake.

g. No waste materials, sewage, garbage, petroleum or other chemical products, paper, food or other foreign objects shall be placed or permitted in the Lake or drainage system that serves the Lake. No activity shall be carried on that shall stir up, contaminate or pollute the Lake.

h. No water shall be pumped out of the lake by any person for any reason except as authorized by the Association.

i. No gasoline, diesel, or other combustion-type engine powered boats shall be allowed on the lake except for maintenance by the Association.

j. No boat may be launched into the lake except from a Lake Lot or the Community launch ramp at the Canoe Club. No boat may be tied or moored to the dock at the Canoe Club overnight, with the exception of boats maintained by the Association or maintenance boats used to maintain the lake.

k. The following boat types are allowed on the lake: dingy-row type, canoe, kayak, paddle/pedal, small inflatable rafts, personal pontoon (1 or 2 persons), and sail boats up to sixteen (16) feet in length. Large or wide beam boats, such as party boats, are not allowed on the lake, unless approved by the Association for variance due to disability.

l. Owners using the Community launch ramp are responsible for any damage. The launch ramp may be slippery, and the Association is not responsible for any damage to vehicles or boats caused during launching.

m. The water level within the lake may fluctuate. There is no assurance that the lake will be maintained at any level. The lake shall be maintained in accordance with the Lake Management Plan.

21. LAKE LOT RESTRICTIONS

a. Lake lots shall mean and refer to lots that fronts or abuts the lake: The following rules and restrictions shall apply to all Lakefront properties.

b. Architectural approval is required for anything visible from the lake and/or common area. Specific rules exist for rear yards (and side yards) including landscaping, lighting, structures, and in the fifteen (15) foot Aeration and Inundation Easement (AIE) area. See also the architectural section for additional standards and guidelines.

c. Shrubs, plants, and wood mulch or similar at lake front properties is not allowed closer than approximately twelve (12) feet consistent with the builder provided wood mulch area due to the possibility of high water levels in the lake and material potentially being dislodged into the lake.

d. Gravel and Rocks in lieu of wood mulch are not acceptable in areas visible from lake front properties due to potential excessive runoff into the lake.

e. All rear yard lakefront lighting requires the submittal of an architectural application. The primary goal is to “limit adverse impacts” arising from the production and use of outdoor landscape lighting on other lakefront properties including “glare” and “light trespass”. See the Architectural Standards and Guidelines section for additional criteria.

f. Any use of large decorative pottery, statuary, water features, fountains, rocks, boulders, gravel, sand or wood mulch also needs approval of the Committee.

g. In order to prevent damage to the geo-synthetic lake liner, no structure or object shall be permitted to penetrate the lake bottom.

h. Boats may be allowed for the enjoyment and use by residents.

1) No boats, paddle boats, canoes, rafts or other watercraft may be moored or secured to the shoreline, or Lot and must be stored out of sight of adjacent Lot view fences.

2) No boat, raft, float or dock or other watercraft or structure shall be used for dwelling purposes or as a dwelling while on or within the Lake or moored to its shoreline.

3) Boats must be kept clean and boats with painted surfaces kept properly painted. Inflated boats must be kept clean and under cover.

4) Lakefront Lot Docks (for those lakefront homes that have a dock)

i. Modification of docks is not allowed, including but not limited to storage chests, lockers, barbeques, gazebos, and extensions.

ii. Only appropriate outdoor furniture may be placed on the dock.

iii. Lighting (including low-level landscape lighting) shall not be allowed on docks.

iv. Diving, jumping, and use of the dock as a swimming platform is prohibited. Swimming in the lake is prohibited.

v. Docks requiring repair or replacement shall conform to the original approved dock design, specifications, and location. No additional docks may be installed on the lake.

vi. Docks and dock footings shall be maintained to a good, aesthetic, and functional condition or the Association shall make necessary repairs at the Owner's expense.

5) A maximum of two boats may be moored at any lake lot dock. Additional boats are permitted at/on the dock, on the condition that they are removed within 48 hours. No boat, or other equipment, may be placed or stored in the 15’ Aeration and Inundation easement.

6) Boats, if moored at or stored on top of a dock must be secured such that they will not become loose and create a hazard in the lake. If a boat does become loose, it is the Owners responsibility for reclaiming the boat. Any boats not claimed given sufficient notice may be disposed of at the Associations’ discretion.

II. SUMMER LAKE OWNERS ASSOCIATION ARCHITECTURAL RULES, STANDARDS AND GUIDELINES

Adopted November 5, 2020 / Updated April 1, 2021

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A. PREAMBLE

1. **Article 7 of the CC&Rs provides that no alterations, modifications, additions or other improvements including visible landscaping, fences, walls, structures of any kind, awnings, screens, etc. may be made to the exteriors of homes and/or lots without obtaining architectural approval in accordance with the provisions of the CC&Rs**.

2. The Master Declaration of Restrictions (CC&Rs) for Summer Lake Owners Association in the Contra Costa County, recorded on February 23, 2006, in the office of the Contra Costa County Recorder in Document #2006-0056008-00, and any amendments thereto (CC&Rs) specifically article 7 of the CC&Rs, authorize the formation of an Architectural Committee (ARC) which shall have the duty to consider and act upon such proposals or plans submitted to it pursuant to the terms of the CC&Rs and to carry out all other duties imposed by the CC&Rs.

3. An Architectural Committee has been charged to establish standards and guidelines and then to review Architectural applications for approval against all governing documents including the standards and guidelines.

4. These Architectural Rules have been adopted by the Associations' Board of Directors and the Architectural Committee and apply to making alterations, modifications, additions, or other improvements.

5. Owners are encouraged to contact the Management Company for guidance regarding improvements, modifications and changes in advance of submitting an application or for clarification regarding "blanket" approvals.

6. An approved architectural application is required BEFORE work can proceed unless as noted below.

7. In selected situations, the Architectural Committee has pre-approved (provided for "blanket" approval) certain specific alterations, modifications, additions, or other improvements and the Owner may proceed ahead with the alteration, modification, addition or other improvements as long as it MEETS ALL SPECIFIED CRITERIA. These "blanket" pre-approved changes are subject to modification at any time.

8. **ALL changes and modifications are subject to review and inspection and if found to be not consistent with the architectural rules, standards and guidelines and the architectural application as submitted, the Owner will be required to remove said modifications and/or change to comply with the application via an updated architectural application. Failure to do so may result in a fine for non-compliance**.

B. ARCHITECTURAL PROCESS

1. ARCHITECTURAL COMMITTEE MEETINGS

a. The Architectural Committee shall meet as necessary to properly perform its duties. The Committee can convene by telephone if necessary.

b. Notice of meetings shall not be in writing and may be given by telephone. Meetings shall be held not more than thirty days after receipt of a plan submitted for approval.

c. Management will keep records including copies of its Rules, Guidelines and Procedures, plan approvals and/or disapprovals, and copies of correspondence to Homeowners and others.

d. The Committee evaluates each application on the individual merits of the application and the standards listed below.

   1) Validity of Concept - The basic idea of the exterior change must be sound and appropriate to its surroundings.

   2) Landscape and Environment - The exterior change must not unnecessarily destroy the natural landscape or the achieved man-made environment.

   3) Relationship of Structures and Adjoining Property - The proposed change should relate harmoniously to its surroundings and to existing buildings and terrain that have a visual relationship to the change.

   4) No plans shall be approved which might render any lot or portion thereof, unsanitary, unsightly, harmful or detrimental to any property in the vicinity or to the occupants thereof. No exterior speakers, horns, whistles, bells, or other sound devices, except security devices used exclusively for security purposes shall be located, used or placed on any lot.

   5) Protection of Neighbors - The interest of neighboring owners should be protected by making provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and other aspects of design, which may have substantial effects on neighboring property. For example, trees may obstruct views.

   6) Design Compatibility - The proposed change must be compatible with the design characteristics of the applicant's home and the general neighborhood setting. Compatibility is defined as harmony in style, scale, materials, and color.

   7) Style: The overall look and feel of the improvement should match that of surrounding properties and of the neighborhood.

   8) Scale: The three-dimensional size of the proposed change must relate satisfactorily to adjacent structures and their surroundings.

   9) Materials: Continuity must be established by using the same materials as those used in the existing home. Siding materials and roof tiles must match

the existing structure. If the original materials are no longer available, compatible materials may be substituted.

7) Color: Color may be used to soften or intensify visual impact, while maintaining continuity.

8) Workmanship - The quality of the work must be equal to or exceed that of any existing structure. Poor practices may cause the owner problems and may be visually objectionable to others.

e. The Architectural Committee Members will review the plans and either grant approval in entirety, approval with conditions, disapproval in entirety or additional information required. Management shall notify the Homeowner in writing of the action taken by the Committee.

f. In reviewing plans, the Committee may, but is not obligated to, have the plans reviewed by and consider the opinions of professional consultants and others including those who are not Members of the Association, conduct open hearings and consider evidence and comments from all relevant sources, and make a personal inspection of the property involved without the presence of other Members of the Architectural Committee or the Owner of the property. If the Architectural Committee chooses to conduct an open hearing, at least five (5) days prior written notice of such hearing must be given to the Owner submitting plans for approval. Such hearing may be adjourned and reconvened at a time no later than twenty-five (25) days from the date the plans were submitted for approval.

g. Any Member of the Architectural Committee, or any consultant retained by the Architectural Committee who has an ownership or financial interest in the property for which an application is being processed, or is legally related to the applicant, must disqualify himself or herself from participating in the architectural review process of that application.

h. Approval of any plan by the Architectural Committee does not waive the necessity of obtaining City of Oakley permits which may be required. If Architectural Committee approval is obtained and modifications to the plans are required by the City, such modification to the plans must be reviewed and approved by the Architectural Committee pursuant to procedures set forth in these Rules, prior to the start of any work.

2. PROCEEDING WITH WORK

Upon receipt of approval from the Architectural Committee, the Owner shall begin and complete work within 180 days from the date of approval or approval given shall be deemed revoked unless an extension is granted.

3. NON-COMPLIANCE AND ENFORCEMENT PROCEDURES

If it is determined that the work has not been done in substantial compliance with the approved plans, Management shall notify the Owner in writing and request that

the Owner remedy same. If the Owner fails to remedy the non-compliance within thirty days after the date of the notice of non-compliance, Management shall then set a date on which a hearing will be held before the Board of Directors.

4. WORK PERFORMED WITHOUT PRIOR APPROVAL

a. If work is commenced or completed without Architectural Committee approval, the Board may require the Homeowner to submit plans for approval and the Architectural Committee may approve or disapprove the plans, notwithstanding the fact that work has commenced prior to Architectural Committee approval.

b. If plans submitted for approval are found to be in violation of the CC&R'S, these Rules or otherwise, or the Owner fails to submit plans as requested within thirty days after the date of the written request, a violation hearing will be scheduled.

c. If Management receives a complaint that work has been commenced or completed without Association approval, the following procedures will be followed:

1) Management will make an investigation to verify the complaint is accurate.

2) Management will determine whether such construction is in violation of the CC&R'S, including the failure to obtain Association approval.

3) If a determination of violation of the CC&R'S is made, Management will notify the Owner in writing of the violation and request that the violation be remedied.

4) If, within thirty (30) days from the date of notice of violation, the Owner fails to remedy the non-compliance, Management shall set a date on which a hearing will be held.

5. CONSIDERATIONS

a. Any condition or material not defined within these Rules and Guidelines shall become a matter of judgement on the part of the Architectural Committee unless described in the CC&R' S. See the CC&R'S for the general use restrictions for any damage, loss, or prejudice suffered to be claimed on account of:

1) The approval or disapproval of any plans, drawings and specifications, whether or not defective.

2) The construction or performance of any work, whether or not pursuant to approved plans, drawings and specifications.

3) The construction or performance of any work on any property, provided that the Member has acted in good faith.

C. APPLICATION AND COMPLETION PROCESS

1. PROCESS OVERVIEW

These Rules and Guidelines contain the minimum standards and any plans submitted which do not meet or exceed these standards will not be approved.

a. All plans, specifications and any work thereunder must conform to the requirements of the CC&Rs and these Rules. In any event of a conflict between these Rules and Guidelines and CC&Rs, the more restrictive shall apply.

b. It shall not be the obligation of the architectural Committee to determine if plans, specifications or any work thereunder comply with any governmental law, ordinance or regulation, including but not limited to applicable laws regarding building permits, building codes, and standard safety regulations. All applications must comply with such laws, ordinances and regulations, in addition to the CC&Rs and these Rules and Guidelines. The Architectural Committee shall have no responsibility to determine the structural or drainage adequacy of any plans submitted for approval.

c. Plans must be submitted as part of the application process containing Homeowner's name, address, email address and telephone number to the Management Company.

d. All submittals should be sent to Summer Lake Owners Association, in care of the Management Company. Plans are preferred to be submitted via email. Plans that are mailed should have proof of mailing and confirmation of receipt.

e. Application is received by Management. Management will review for completeness and send confirmation of receipt within 7 days of receipt.

f. Management will forward completed applications to the Architectural Review Committee. The Committee typically meets once per month.

g. Applicant must submit a completed Architectural Application, including one (1) set of plans including the following as applicable:

1) to scale plot layout
2) locations of all existing and proposed improvements
3) landscaping plans including name, location and size of all proposed trees, sodding, shrubbery, lawn areas, hardscape and irrigation systems
4) setbacks from Lot lines of all existing and proposed improvements
5) proposed drainage
6) exterior designs, roofing and siding materials
7) elevations of all improvements
8) floor plans
9) locations of all heating and cooling equipment
10) decking
11) screening devices
12) bearing walls and retaining walls
13) material and colors (to include paint and stain specifications)
14) product specifications
15) and construction schedule.

2. ARCHITECTURAL APPLICATION

a. The following architectural application is provided for use when submitting a request and approval for a change.

b. The Architectural Committee's decision will be noted on the application and the Owner will be notified of the decision. The application will show one of the four decisions as follows:

1) **APPROVAL** – The application is approved as submitted

2) **APPROVAL WITH CONDITIONS** – The overall proposal is accepted, but with certain specified changes, limitations or requirements that must be followed.

3) **DISAPPROVAL** – The application is denied. The owner can appeal to the Committee. Further escalation may require the involvement of the Board.

4) **ADDITIONAL INFORMATION REQUIRED** – The Committee has determined that additional information is needed for appropriate review of the application. In this case, the entire process begins again when Management and the Committee receives the requested information.

c. Upon approval of the application, the Owner shall diligently proceed with the commencement and completion of all work approved. If the work is not completed within 180 days, the owner must request an extension, unless otherwise approved.

d. Within sixty (60) days of receipt of plans for approval which comply with the above Rules, the Architectural Committee shall review the plans (as set forth under "Architectural Committee Meetings" below) and shall grant written approval, approval with conditions, written disapproval, or a written request for additional information or clarification of information submitted.

e. Any plans submitted which do not comply with these rules may be rejected by the Architectural Committee. Such rejection shall be accompanied by a statement of what deficiencies must be corrected prior to additional review by the Architectural Committee.

SUMMER LAKE OWNERS ASSOCIATION
ARCHITECTURAL APPLICATION

NOTE: All required plans and documents should be submitted a minimum of 60 days before any activity is planned. No activity may begin prior to receiving approval.

OWNERS NAME: _____ DATE: _____
(Please Print)

ADDRESS: _____

EMAIL ADDRESS: _____

PHONE: (Cell) _____ (Home): _____ (Work) _____

TYPE OF ARCHITECTURAL AND/OR LANDSCAPING IMPROVEMENT:

___ Remodeling/Additions	___ Play Equipment	___ Retaining Walls
___ Garage/Exterior Door	___ Swimming Pool/Spa	___ Visible Landscaping
___ Other Exterior House	___ Solar Panels	___ Repainting (if other color)
___ Driveways/Walkways	___ Arbors/Awnings	___ Other
___ Gazebos/Sheds	___ Fences/Fence Additions	_____

PLEASE DESCRIBE THE MODIFICATION AND/OR CHANGE BEING REQUESTED:

_____

_____

_____

_____

NEIGHBOR "ACKNOWLEDGEMENT": Use additional paper if needed

Required when modification has the potential to impact a neighbor's view and/or drainage.
I have reviewed the plans as noted above and am aware of the proposed alterations changes.

NAME (Print)	Signature	Address	Date

OWNERS SIGNATURE: DATE:

Office Use:

Date Received: _____Date Forwarded for Review:_____ Application #:

1. APPROVAL Date: _____
2. APPROVAL WITH CONDITIONS Date: _____ CONDITION(S): _____

_____

3. DISAPPROVAL Date: _____ State Reason(s):

_____

4. ADDITIONAL INFORMATION REQUIRED DATE:_____ State Reason(s):

_____

3. NOTICE OF COMPLETION

a. Upon completion of the approved work, owners must submit a Notice of Completion.

b. The following Notice of Completion Form is provided for use when submitting a request and approval for a change

c. The Notice of Completion must be submitted with pictures of the completed work within 30 days.

d. Completed work is subject to inspection by the Association.

SUMMER LAKE OWNERS ASSOCIATION
ARCHITECTURAL NOTICE OF COMPLETION

OWNERS NAME: _____DATE:
(Please Print)

ADDRESS:_____

EMAIL ADDRESS: _____

PHONE: (Cell) _____ (Home): _____ (Work)

I hereby certify that the work approved on the architectural application #:_____ was completed on the _____ day of_____ , 20___, in accordance with the approved architectural application.

Attach pictures of completed work.

Owner's Comments about work (as required):

_____

_____

_____

OWNERS SIGNATURE: DATE:

Office Use:
Architectural Committee Review: Date:

Inspection Required: Yes ____ No ____

Inspection Date:_____ by:

Inspection Results: _____

_____

_____

Follow-up Required: Yes ____ No ____
If No, Follow-up/Actions Required: ___

_____

All work approved/Completed: _____ Date:

D. GENERAL ARCHITECTURAL STANDARDS AND GUIDELINES

All rules provided in the governing documents including Community Rules, Standards and Guidelines must be followed. These documents have been developed in a manner that is consistent with the aesthetic and harmonious development of the community.

These Standards and Guidelines are the procedures and standards applied by the Architectural Committee to provide additional information to Association members in the design review and approval process of changes.

Included in this section for each of the major areas of the home, there are two major categories of improvement guidelines plus a recommended plant and tree list. They are:

1. Architectural Application and Approval Required
    a. Items where an Architectural Application and subsequent approval is required.
    b. If in doubt, then you should submit an Architectural Application. You may also contact the Management Company for additional guidance.
2. Blanket Approval
    a. Items in this category do not require an Architectural Application or approval prior to installation provided the Standards and Guidelines including ALL criteria specified are precisely met/followed.

In general, blanket approval is made for items where it is considered that the Owner can proceed ahead with minimal risk without receiving review prior to installation.

It shall be noted, however, that ALL changes are subject to review and must be in compliance with all criteria as specified either by the blanket approval or as approved via an architectural application.

The Committee reserves the right to amend these Standards and Guidelines from time to time without prior notice including adding, changing and/or removing items from the pre-approved “blanket” list. If the Standards or guidelines are amended, they will be immediately posted on the Management Website.

The Standards and Guidelines are as follows:

D-1 Front and Side Yards (Front Yard Area in Front of Fence)
D-2 Front Street Planter Strip (Area between Sidewalk and Street)
D-3 Driveway Extensions & Walkways
D-4 Back and Side Yard Landscaping (non-lakefront & lakefront lots)
D-5 Patio Structures, Sheds, Sunshades, Arbors, Trellises and Gazebos
D-6 Doors, Window Coverings, Shades, Awnings & Other Exterior
D-7 Lighting – Exterior and Landscape
D-8 Fences, Walls, Gates and Trash Enclosures
D-9 Solar

SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

D-1 FRONT AND SIDE YARDS

(FRONT YARD AREA IN FRONT OF FENCE)

Adopted November 5, 2020

Updated April 1, 2021

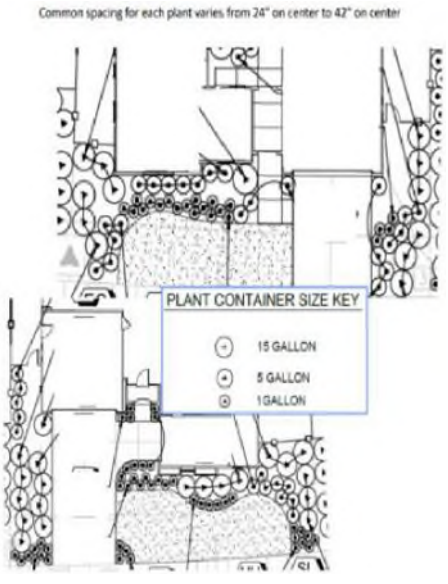
It is recommended that a mixture of lawn, plant materials and ground cover be used. Any use of large decorative pottery, statuary, water features, fountains, rocks, boulders, gravel, sand or anything that changes the appearance needs advance approval of the Architectural Committee.



Brown wood bark/mulch such as pictured to the right is preferred, however Black wood bark/mulch may also be used as specified. All other materials and colors are discouraged, but if desired, they must be specifically approved in advance through the architectural approval process.

Red bark is prohibited due to its strong contrast to plant material and white *or near white stone, etc. is also not allowed due to its' lack of contrast with surrounding* ***hardscape. Lava rock is strongly discouraged but may be approved on a selected basis via the architectural committee approval process.***

If a material and/or color (including color of bark) is different from a neighbor where different materials/colors meet, a Natural redwood colored plastic/synthetic divider strip, i.e.: bender board material, i.e: approx. 1 to 1 $^{1}/_{2}$ in by 5 in (or a 4 in to 6 in concrete strip) is recommended to be used to separate where the different materials/colors meet. If the materials become excessively mixed where they meet, resident(s) may be requested to install the above recommended divider strip.



Lawns (including the amount of grass) and at least one tree as provided by the builder must be maintained in the front yard unless approved otherwise.

The use of drip irrigation is encouraged to minimize water usage. This area is to be kept free of weeds and dead foliage.

Installation of black weed inhibiting fabric barrier or equivalent underlayment at bark/mulch and/or approved rock areas is highly recommended. Residents must ensure that any underlayment is not visible at any time.

Retain a high plant to ground cover ratio to ensure at least 40% of any given bark or rock area is devoted to plant material.

Additional changes will be considered provided they are: 1) considered to be compatible with neighborhood esthetics, and 2) submitted for approval using an Architectural Application. One example is the use of Natural Stone River Rock in lieu of brown mulch.

Natural Stone River Rock in lieu of brown mulch





(large 3 cm – 5 cm, no small pebbles)

A. ARCHITECTURAL APPLICATION REQUIRED

1. All major changes to front yards including deletion or addition of turf areas, trees, rock, cement, stonework, structures or improvements requiring electricity (i.e. fountains) must be submitted for review and approved by the Architectural Committee. Brown bark/mulch must be used unless approved in an architectural application and/or as noted below.

B. BLANKET APPROVAL CRITERIA

Criteria that has been reviewed and has received advance approval by the Architectural Committee.

1. ***Minor changes to front and side yards including planting/re-planting of flowers, plants, shrubs, refurbishment of bark/mulch with either dark brown or black bark/mulch, addition of a divider strip or replacement of existing trees,*** *shrubs, plants or flowers (if from the approved "Plant List") does* ***not require the approval of the Committee. Removal without replacement (including if it dies) of plants and trees is not allowed under this provision.***

1. Low voltage and/or solar lighting to illuminate only your landscaping (i.e.: path lights, located only in the front yard and not in the street planter strip.

2. Concrete mow strip (typically 5-6 inches in width) or natural redwood colored Recycled Plastic/Synthetic bender board material (as shown in picture to the right) at all edge areas where Bark, Turf/Lawn and adjacent property lines intersect.





3. One miniature sign or banner in addition to a security sign may be allowed provided it blends in with the landscape design. Other landscape fixtures, figures, statues, also do not fall into this category and requires approval.

4. Hose caddies affixed to the home on the side of the house and/or enclosed in an





appropriate container.

~~ARCHITECTURAL STANDARD & GUIDELINE~~

D-2 FRONT STREET PLANTER STRIP

(AREA BETWEEN SIDEWALK AND STREET)

Adopted 11/5/2020

Updated 4/1/2021

Street planter strips are considered "public right-of-way" areas by the State of California and the City of Oakley, however, the homeowner is responsible for repairs and maintenance of said areas by California law. The street planter strip area shall be retained and preserved as originally planted (or similar) for the purpose of providing landscaping along the frontages of city streets. This includes at least one tree per city code. Trees in the street planter strip are to be maintained to not create a hazard and shall be maintained with a minimum of twelve (12) feet clearance at Street Side and a minimum of eight (8) feet clearance at the sidewalk.

The use of drip irrigation is encouraged to minimize water usage. In addition, covering, paving, sealing, or filling of planter strip areas with impervious materials shall be prohibited. This area is to be kept free of weeds and dead foliage for a well maintained appearance.

Installation of black weed inhibiting fabric barrier or equivalent underlayment at bark/mulch is highly recommended. Residents must ensure that any underlayment is not visible at any time.



Brown wood bark/mulch such as pictured to the right is preferred, however Black wood bark/mulch may also be used as specified. It is recommended that at least a two (2) inch layer of bark be maintained. Typically, bark will need to be refreshed every year or every other year. All other materials and colors are discouraged, but if desired, they must be specifically approved in advance through the architectural approval process.

Red bark is prohibited due to its strong contrast to plant material *and white or near white stone, etc. is also not allowed due to its'* ***lack of contrast with surrounding hardscape. Lava rock is strongly discouraged but may be approved on a selected basis via the architectural committee approval process.***

If a material and/or color (including color of bark) is different from a neighbor where different materials/colors meet, a Natural redwood colored plastic/synthetic divider strip, i.e.: bender board material, i.e: approx. 1 to 1 $^{1}/_{2}$ in by 5 in (or a 4 in to 6 in concrete strip) is recommended to be used to separate where the different materials/colors meet. If the materials become excessively mixed where they meet, resident(s) may be requested to install the above recommended divider strip.

Owners must retain/maintain a high plant to ground cover ratio. This is defined as "at least 40% of any given bark or rock area is devoted to plant material".

Additional changes may be considered provided they are:

1. Considered to be compatible with neighborhood esthetics, and
2. Submitted for approval using an Architectural Application and/or Blanket Approval is provided as delineated below.

A. ARCHITECTURAL APPLICATION REQUIRED

1. Any change to the street planter strip not specifically granted blanket approval below requires an architectural application.

B. BLANKET APPROVAL CRITERIA

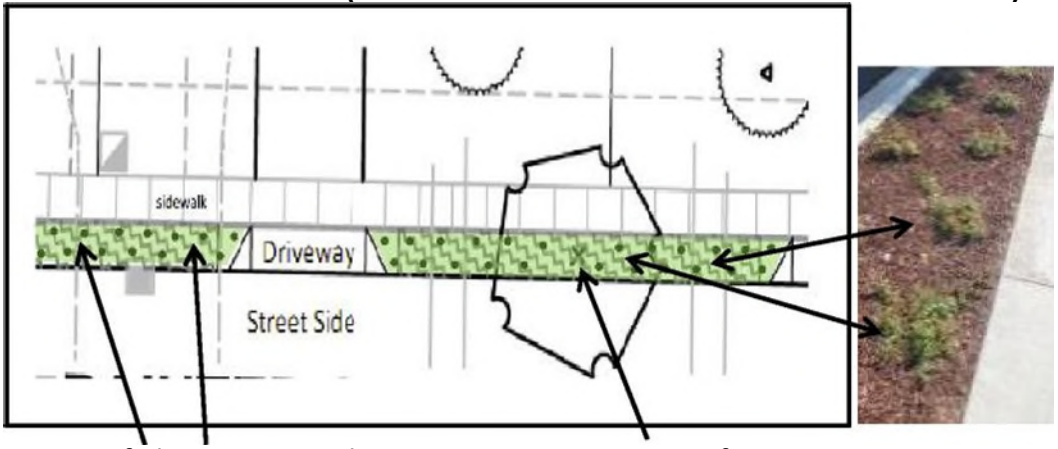
The following criteria has been reviewed and has received advance approval by the Architectural Committee, and therefore an architectural application is not required if installed with no deviations.

Minor changes to the street planter strip including refurbishment of bark/mulch with either dark brown or black bark/mulch, addition of a divider strip, or replacement of existing plants (per criteria presented below) and/or trees (if from the approved "Plant List"), does not require the approval of the Committee. Removal without replacement (including if it dies) of plants and trees is not allowed under this provision.

1. Lawn (grass) similar to the front lawn grass.
2. Two rows of one-gallon sized groundcover of the type shown below on 24-inch centers to maintain the 40% plant coverage requirement (choice of one):

	Botanical Name	Common Name
a.	Myorporum parvifolium	Creeping White Myoporum
.	Juniperus sabina 'Buffalo'	Buffalo Juniper
a.	Rosa 'Noare' Red or White Flower Carpet	Red or White Carpet Rose or Shrub Rose
b.	Rosmarinus officinalis 'Prostratus'	Creeping Rosemary
c.	Trachelospermum asiaticum	Star Jasmine

STREET PLANTER STRIP (Area between Sidewalk and the Street – in Green)



Two rows of plants on 24-inch centers Minimum of one tree

ARCHITECTURAL STANDARD & GUIDELINE

D-3 DRIVEWAY EXTENSIONS & WALKWAYS

Adopted November 5, 2020

Driveway extensions and walkways must match existing natural color concrete with broom finish and troweled edge. Driveways if replaced for any reason, match the same size as originally supplied by the builder and must also match existing natural color concrete as provided by the developer with broom finish and troweled edge.

Driveway extensions are allowed, given that they end at least 24" away from property line. Driveway expansions or extensions are defined as a concrete pad designed adjacent to the driveway where it can be used to park a vehicle upon it, or to allow driving vehicles into a side or back yard.

Driveways may be outlined with the same decorative materials used continuously throughout the front yard landscaping if the outline is less than 12" wide and all the walkways are also outlined in the same material, upon approval. A maximum of 50% of the total front yard area can be covered in hardscape.

Plant material and irrigation must be maintained in the two (2) foot area between any driveway extension and the property line.

Areas to access a side yard, i.e.: service sidewalks, should be separated from the main driveway so not to show expansive cement areas. Grass, stone, pavers or cement strips are encouraged to avoid a continuous pour of concrete area from the main driveway.

Service sidewalks shall not be used as parking, including golf carts, neighborhood electric vehicles 'NEVs', scooters or motorcycle storage, or an extension or expansion of the driveway.

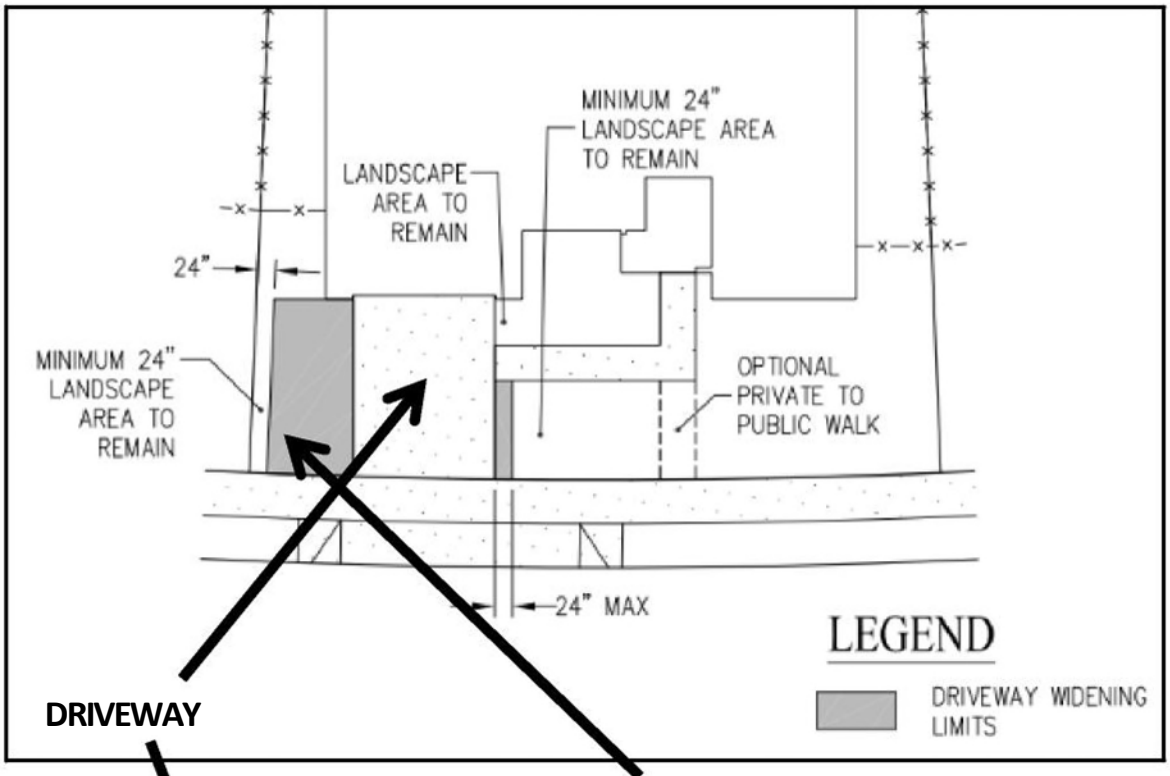
A. ARCHITECTURAL APPLICATION REQUIRED

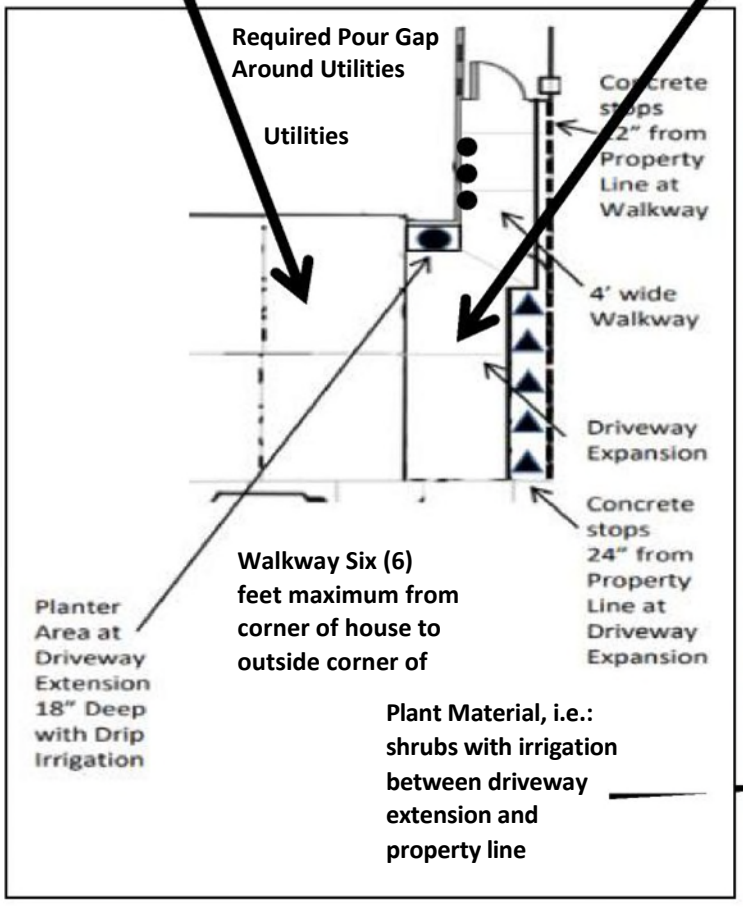
1. All driveway extensions require an architectural application.
2. Service sidewalks also require an architectural application if they are proposed to deviate from any of the criteria as noted below.

B. BLANKET APPROVAL CRITERIA

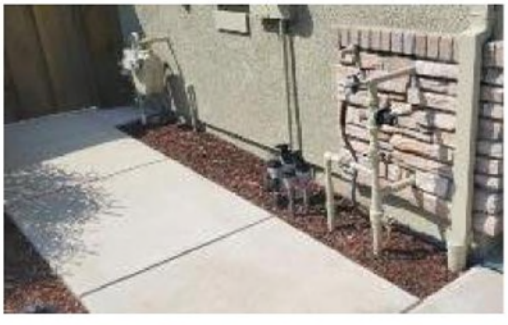
1. One (1) service walkway added at the gate side yard of home is allowed with the use of a concrete pour gap around any utilities.
2. Service sidewalks must end (be no closer) at least twelve (12) inches away from property line.
3. Walkways (from driveway to side gate) shall measure 36 to 48 inch wide and not extend greater than six (6) feet from corner of house to the farthest most corner of the walkway to prevent an appearance of adding additional driveway.

See the following for additional guidance:











SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

D-4 BACK AND SIDE YARD LANDSCAPING

Adopted November 5, 2020
Updated April 1, 2021

Positive drainage must be considered to assure that water does not drain towards the foundation or into a neighbor's yard. Please see Section 2.3 of the CC&Rs for further restrictions.

All Lots are subject to "Drainage Easements" in favor of other lots as shown on the recorded subdivision map. Owners of these lots are restricted to installing improvements in these areas or altering the drainage system. Please refer to Sections 2.3 of the recorded CC&Rs for information regarding the restrictions and responsibilities for these areas before making any alterations.

1. FOR NON-LAKEFRONT REAR LOTS

Rear yard landscape (plants, shrubs, etc.), hardscape (walkways, patios, etc.) and decks, which are not visible from the streets, or Common Area or exceed the height of the fence do not need Committee approval.

A. ARCHITECTURAL APPLICATION REQUIRED

1. Backyard landscaping plans for non-lake front Lots need to show anything including structures (i.e. patio covers, sheds, play structures, etc.) and trees that will exceed the height of the existing fence or are visible from adjoining lots, the lake or streets.
2. Swimming pools, in-ground spas and other water features needs Committee approval as they affect the drainage and typically will also require a city permit.

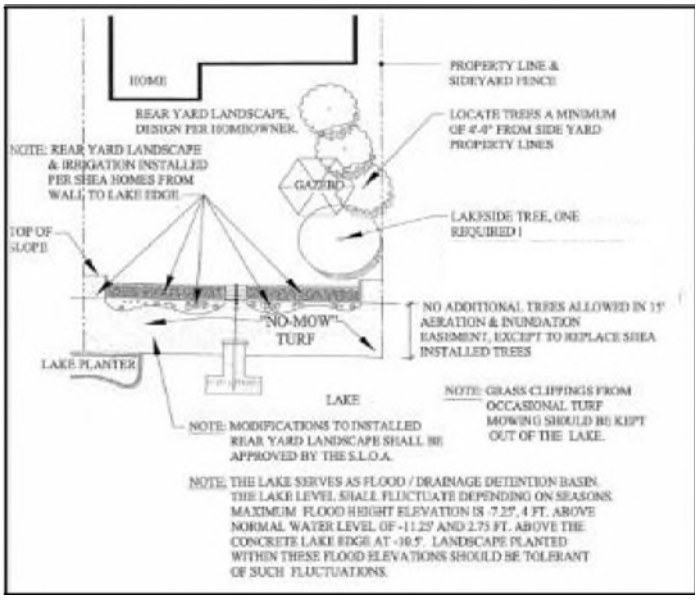
B. BLANKET APPROVAL CRITERIA

1. Backyard landscape, hardscape (i.e. walkways, patios, etc.) and decks, which are not visible from the streets or exceed the height of the fence do not need Committee approval. Note: Trees require approval since they will grow above the top of the fence.
2. Installed concrete must have a minimum of six (6) inches from the property line to allow for repair or maintenance of fences.

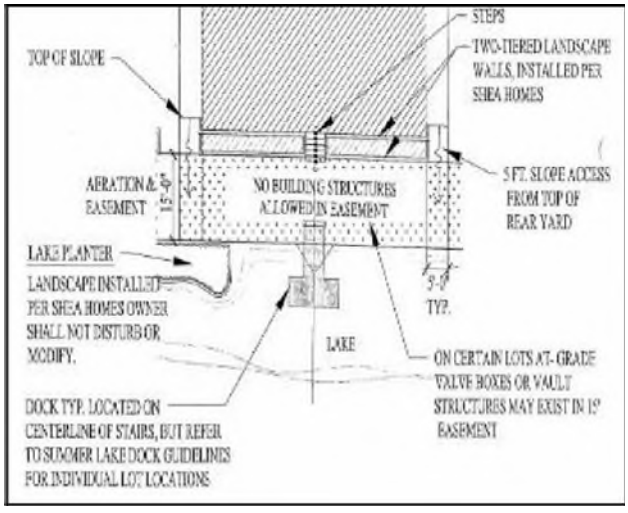
2. FOR LAKEFRONT LOTS (SPECIFIC ADDITIONAL CRITERIA)

Approval is required for anything visible from the lake and/or common areas. Landscaping plans shall include the name, location and size of all proposed trees, sodding, shrubbery, lawn areas, hardscape and irrigation systems, and installation/construction schedule.

Required is a complete plot layout, locations of all existing and proposed improvements, setbacks from Lot lines of all existing and proposed improvements, proposed drainage, exterior designs, any and all lighting including on the rear of the house and/or landscape lighting, roofing and siding materials, elevations of all improvements, locations of all heating and cooling equipment, decking, screening devices, retaining walls, materials and colors.

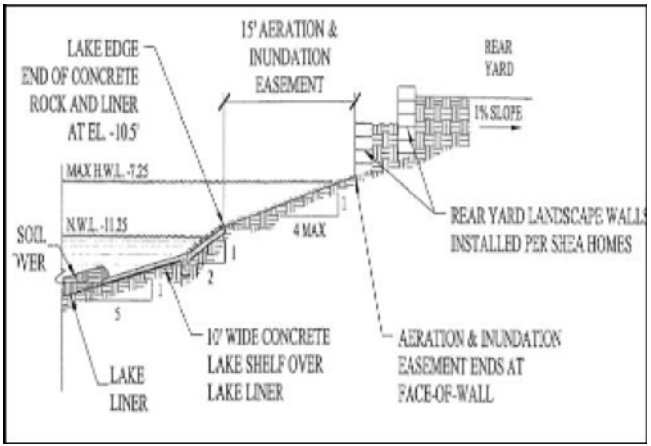


Dark brown bark/mulch is the only approved color of mulch for visible areas of rear yard lakefront properties. Gravel and Rocks in lieu of bark/mulch is not acceptable in areas visible from lake front *properties. "Visible" is defined if it* ***can be seen from the lake and/or other lakefront property including via a neighbor through the black metal see-through fence.***



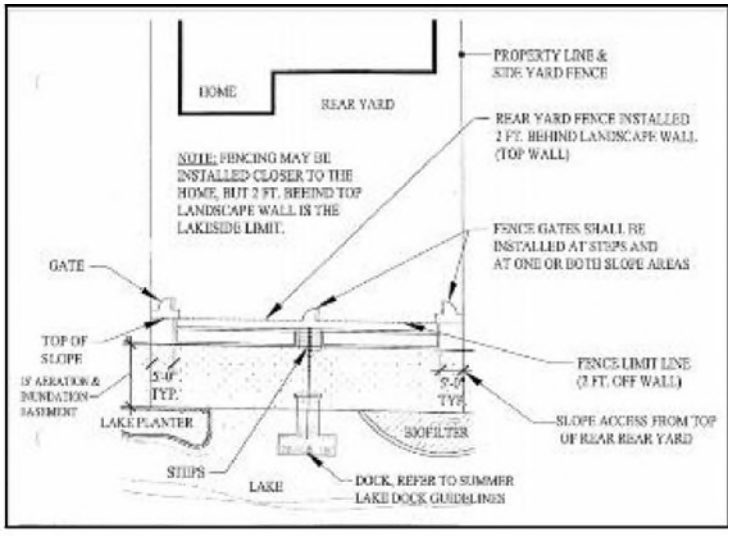
Any use of large decorative pottery, statuary, water features, fountains, rocks, boulders, gravel, sand or wood mulch also needs approval of the Committee.

Shrubs, plants, and wood mulch or similar at lake front properties is not allowed closer than approximately twelve (12) feet consistent with the builder provided wood mulch area due to the possibility of high water levels in the lake and material potentially being dislodged into the lake.



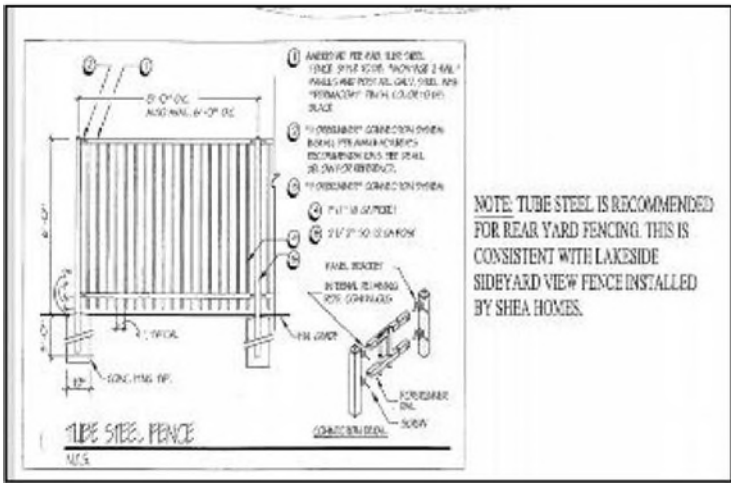
In no circumstances will anything except as noted below be allowed within the fifteen (15) foot Aeration and Inundation Easements (AIE) area.

Placement of a fence in the back yard is restricted to two (2) feet behind the top landscape wall (closest to the home), and two (2) feet behind the top of the side yard slope access areas under normal circumstances. However, a fence may be located closer to the water (as close as the face of the lower wall) as noted below.



Galvanized Painted black steel or aluminum tubular (view) fencing must be maintained by repainting approximately every 2-3 years.

Addition of wire mesh fencing for animal control should not exceed 24” in height and black or dark gray in color.



A. ARCHITECTURAL APPLICATION REQUIRED

1. All water features, pools and spas must be submitted for review and approval.

2. Most all other items in the back yard also require architectural approval prior to installation.

3. Please also refer to the lighting section for lighting in lake front backyard.

4. If a proposed fence is located closer to the lake than 2’-0” behind the top landscape wall but not within the AIE, the architectural application must

include a professionally drawn plot plan to scale with dimensions showing the exact location of the AIE boundary, the landscape walls, and the proposed fence. See attached example. The following requirements also apply:

a. If the fence is placed on, within or abutting the existing landscape walls, the homeowner will be required to acknowledge their responsibility for the structural integrity and continued long-term maintenance of the walls including any repair of damage that results from the fence placement.

b. The proposed fence color and materials will match the appearance of the existing metal side fences on rear yard lake front lots.

c. A Notice of Completion (NOC) and inspection of the completed fence to verify compliance with the rule is required.

d. A fee may be required to be paid at the time of application to cover processing, HOA management time, and professional inspection costs. The amount of the fee (if required) may be obtained from Management.

B. BLANKET APPROVAL CRITERIA

1. The only allowed addition to the fifteen (15) foot aeration and inundation easements (AIE) area is (if a dock is present) a walkway from the builder provided steps to the builder provided concrete section used to secure the dock. It shall not interfere with any lake apparatus and the lake edging must not be disturbed. The walkway can be approximately the width of the provided concrete to secure the dock in place. The existing irrigation system in the easement must be adjusted for correct coverage of the bunch grass.

SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

D-5 PATIO STRUCTURES, SHEDS, SUNSHADES, ARBORS, TRELLISES AND GAZEBOS

Adopted November 5, 2020

Structures should be made of wood, masonry, metal or similar materials unless approved otherwise.

The following materials shall NOT be used for the roof (top cover surface) on sheds, patios and sunshades: Plastic and fiberglass panels, plastic webbing, reed or straw like materials.

Minimum setbacks for all structures including accessory structures (pools, spas, sheds, etc.) shall be in accordance with City of Oakley Codes and Ordinances (typically five (5) feet from the property line.

The side elevations of the structures shall not be enclosed in any manner, except for sheds and workshops, and in the case where a wall on a main dwelling forms a natural enclosure to some or all portions of a side elevation.

Professionally designed sunrooms may be allowed after approval of the Committee.

Typical height of structures including patio structures, sheds, arbors and gazebos shall normally be limited to ten (10) feet in height for flat roofs and up to twelve (12) feet for peaked or sloping roofs.

Other free Standing Structures including but not limited to trellis, grills, etc. and any and all constructed items (with the exceptions previously noted in this section) are not to exceed the height of the adjoining property line fence or six (6) feet, whichever is greater unless required to be greater than six (6) feet per Uniform Building Code unless approved by and architectural application.

Patio Structures, Sunshades, Sheds and Gazebos typically must be in shades of color to match the house color or house trim.

Play structures and trellises are to be painted or stained to match that to which they are adjacent or attached, such as the fence or house body color.

Sail Shades may be approved. They must be appropriately anchored and be of solid neutral colors that blend with the house. No striped fabric is permitted. The Committee asks that the Owner provide a fabric sample for the proposed Shade along with their submission.

1. An architectural application is required for all structures as defined above except as noted below.

2. If there is a particular view of importance or obstruction to any Homeowner, it should be noted on the application.

A. BLANKET APPROVAL CRITERIA

1. Structures as noted above that are below the fence line of a non-lakefront rear yard and cannot be seen by neighbors are authorized as long as they comply with any restrictions such as setbacks, etc.

ARCHITECTURAL STANDARD & GUIDELINE

D-6 DOORS, WINDOW COVERINGS, SHADES, AWNINGS & OTHER EXTERIOR

Adopted November 5, 2020

No changes to the exterior of the house are typically allowed. However, some minor changes may be allowed as noted below.

Windows (including garage door windows if so installed) shall not be covered with unsightly material such as aluminum foil, paper, paint, etc. Note: Use of film on double pane windows in residences negates the warranty on windows.

Exterior drop-down window shades shall be dark brown or charcoal in color or in solid neutral colors that blend with the house.

Awnings (retractable and fixed) may be approved for only in the rear or sides of the home over windows and doors only and in solid neutral colors that blend with the house. No striped fabric is permitted. The Committee asks that the Owner provide pictures and a fabric sample for the proposed awning(s) with their submission. Retractable awnings must be retracted when not in use and may not extend within 5 feet of the property line when fully extended.

Solar shades may be installed over windows (that appear to be bug screens). Black or charcoal color or solid neutral colors that blend with the house color only. They shall be installed on all windows on a complete side of a house. The Committee asks that the Owner provide a picture and a fabric sample for the proposed Shade(s) with their submission.

A. ARCHITECTURAL APPLICATION REQUIRED

1. A change in any of the colors of the outside of a house require an architectural application. A complete listing of all changes including color samples must be submitted in advance.

2. All door and exterior window coverings, shades and awnings require architectural approval.

3. Garage doors shall be compatible with the existing design, color and style of the Dwelling Unit. Decorative glass panels in the upper sections of a garage door may be approved if they are in keeping with the Dwelling Unit's architectural style. The decorative glass panels may be tinted or have black out paint applied, but reflective or non-reflective mirror film is not an acceptable application.

4. All front screen doors other than as noted below, must be approved by the Architectural Committee prior to installation. All screen doors are to be painted to match the existing door or trim color of the Dwelling Unit. The screen color must be black or charcoal gray.

B. BLANKET APPROVAL CRITERIA

1. Houses may be repainted (including trim) the same color as needed.

2. Replacement garage doors similar in design, color, finish, detailing and style to the door originally supplied by the builder.

3. Front Screen Doors – Retractable front screen doors that match the door casing may be installed.

4. Flag mounting hardware such as needed may be installed to display a flag (i.e.: an American flag). Mounting hardware must blend in with house/trim of the house.

SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

D-7 LIGHTING - EXTERIOR & LANDSCAPE

Adopted November 5, 2020

All house exterior lighting changes or additions require Committee approval prior to installation. Lighting fixture locations, heights, and sizes with bulb type, color temperature and wattage should be noted on the plans.

Exterior lighting is to be indirect and shielded from adjacent properties in accordance with the Dark Sky Initiative. All lights must be compatible with Dwelling Unit design and should be simple in design and color. No exposed wires or cables. Use Warm, White or yellowish color bulbs such as a 3,000K (Kelvin) or less, 200 to 350 lumens and/or 20 to 40 watts equivalent.

No exterior lighting shall be placed or maintained upon any Lot so as to cause an unreasonable glare or illumination upon any other private or common lot or area.

"High pressure sodium", "metal halide", or other high intensity lamp sources are prohibited.

Landscape lighting may be installed consistent with the above criteria except as noted below. Path lighting is preferred and when spotlights are used, care shall be taken to ensure that they do not intrude into a neighbor's yard or common area.

A. ARCHITECTURAL APPLICATION REQUIRED

1. All exterior lighting added to the outside of a house requires an architectural application.
2. All landscape lighting added to the front yard requires an architectural application.
3. In addition, for Lakefront Properties, all rear yard lighting requires the submittal of an architectural application – SEE "Additional Criteria" section below. The primary goal of this additional criteria is to "limit adverse impacts" arising from the production and use of outdoor landscape lighting on other lakefront properties.

B. BLANKET APPROVAL CRITERIA

1. Exterior lighting fixtures on the front and/or back of the house may be replaced without an application if replaced with a similar style, size and color.
2. Rear yard non-lakefront lighting if it does not intrude into/onto a neighbor's yard or common area including producing glare of any kind does not require advance Committee approval.

LAKEFRONT PROPERITIES – ADDITIONAL CRITERIA & REQUIRED APPROVAL

Rear yard lighting requires the submittal of an architectural application. The primary goal of this additional criteria is to "limit adverse impacts" arising from the production and use of outdoor landscape lighting on other lakefront properties.

A. ARCHITECTURAL APPLICATION REQUIRED

1. All lakefront rear yard lighting requires the submittal of an architectural application.
2. See additional criteria and guidance below.

B. BLANKET APPROVAL CRITERIA

1. No blanket approval – all installations require an architectural application and advance approval by the Architectural Committee.

The following criteria is provided to all lakefront properties that may want to install lighting in their back yards.

1. All outdoor fixtures shall be installed and shielded to not produce glare into neighboring properties and especially the lake and shall use natural color lamps.
2. Colored lamps are NOT allowed, i.e.: red, blue, green, purple, etc.
3. All above outdoor light fixtures used for the lighting of trees and planting shall be concealed as much as possible by shrubs to prevent daytime visibility.
4. Excessive spill of lights on buildings shall be avoided to allow the full quality effect of the landscape lighting in the waterfront garden.
5. Glare and Light Trespass is not allowed that could adversely impact neighbors whether next-door or across on the lake. Glare and light trespass can result from an improper design or from improperly installed landscape lighting including unacceptable fixtures. "Glare" and "Light Trespass" are as defined below.
    a. Glare: The first principle of good lighting is to illuminate only what we wish to see. When we see a distant point of light across the water, when we are seeing light from the fixture itself (i.e.: the lighted bulb or LED) rather than what the fixture is meant to illuminate, we are observing glare. Poorly designed and/or poorly installed lighting causes glare that can intrude on other homeowners and this is not allowable.
    b. Light Trespass: Glare is also the most common cause of light trespass. Light trespass is a light fixture on one property that illuminates an adjacent or nearby property and/or can be easily seen from a nearby property or in Summer Lake, a property across the lake where one can not only see the light, but the reflection of the light on the lake water. Light trespass is a description of the nuisance effect of improperly aimed lights on someone else's property.

6. Poorly designed landscape lighting is lighting that shines onto/into neighboring properties (either adjacent to and/or across the lake), invading privacy and/or creating an unattractive look to an area.

   a. Because the waterfront is unobstructed, water reflects glare from lakefront lights over the water to trespass on distant properties.

   b. Installed landscape lighting shall avoid glare and light trespass from either across the lake or to an adjacent neighbor. It is recommended that field testing of all fixture locations at night occur prior to final installation.

   c. Landscape lighting fixtures must shield the light to minimize glare and light trespass and if found to be unacceptable by the Architectural Committee, then they shall be removed.

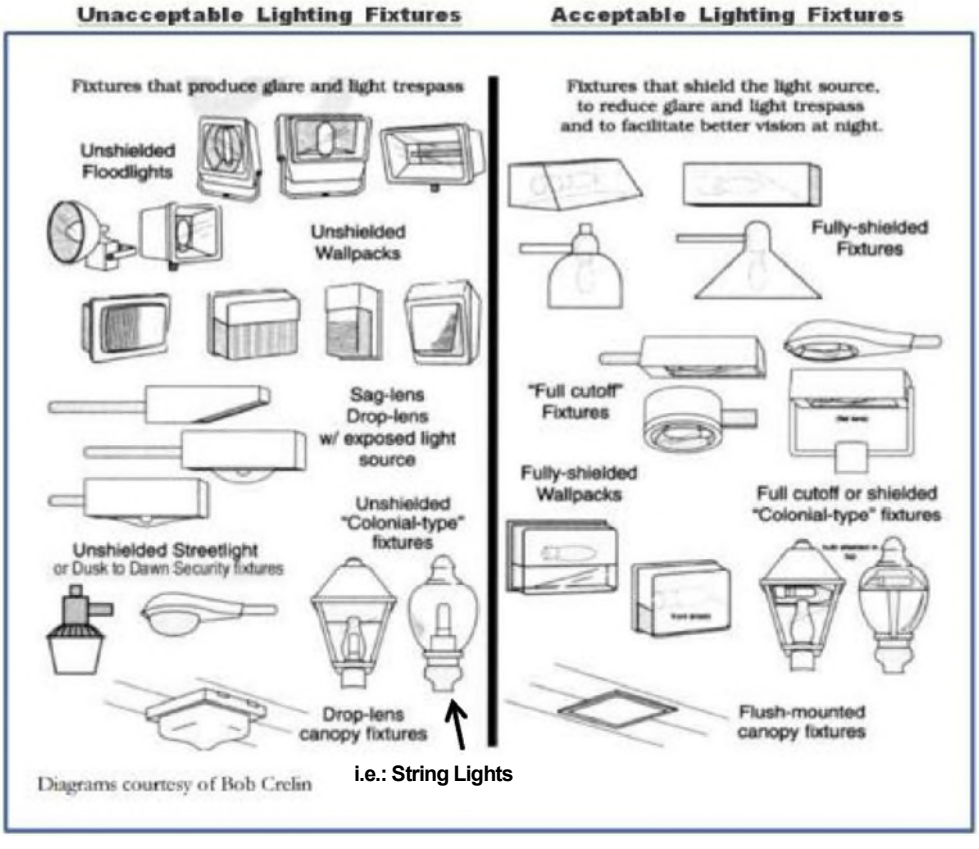
7. Lighting should only be seen during the evening hours (sunset to ~ 11:00 PM) and be on timers.

8. Solar lights that are on all night are not allowed.

9. Also, other lighting such as “String Lights” and other holiday type lights (i.e.: strings of lights including icicle lights), where you can see the bulb are also not allowed (except for use during holiday periods) as delineated in the Holiday Decorations rules section.

10. The illustration below provides an easy visual guide to understand some of the differences between unacceptable, unshielded light fixtures and those fully shielded fixtures that minimize glare and light trespass. This may be used as a guideline, but it is still the responsibility of each homeowner to obtain prior approval by including placement and area to be lighted prior to installation.

Sum
Com
Adop


Unacceptable Lighting Fixtures
Acceptable Lighting Fixtures
Fixtures that produce glare and light trespass
Fixtures that shield the light source, to reduce glare and light trespass and to facilitate better vision at night.
Unshielded Floodlights
Unshielded Wallpacks
Fully-shielded Fixtures
"Full cutoff" Fixtures
Sag-lens Drop-lens w/ exposed light source
Fully-shielded Wallpacks
Full cutoff or shielded "Colonial-type" fixtures
Unshielded "Colonial-type" fixtures
Unshielded Streetlight or Dusk to Dawn Security fixtures
Drop-lens canopy fixtures
Flush-mounted canopy fixtures
Diagrams courtesy of Bob Crelin
i.e.: String Lights

ARCHITECTURAL STANDARD & GUIDELINE

D-8 FENCES, WALLS, GATES AND TRASH ENCLOSURES

Adopted November 5, 2020

No fences, walls, gates or trash enclosures (Fences) shall be erected or maintained other than those initially installed by Builder, unless first approved by the Architectural Committee.

Fences shall be of a material that is compatible with the surroundings and of a material similar to that of existing fences.

No landscaping or fences installed shall prevent adequate driver visibility from the streets within the project.

Structural framing, and/or unfinished sides of fences or walls shall not be exposed to any public right of way, street, Master Common Area, or other lot.

NO APPROVAL IS GIVEN OR IMPLIED TO CHANGE, REMOVE, MOVE OR MODIFY ANY EXISTING FENCES, WALLS, GATES AND OTHER SUCH ITEMS (INCLUDING CHANGE THE COLOR).

Natural Redwood Fencing can be enhanced, and the life extended by application of either a clear sealant or transparent tinted toners.

All vines must be set back from the fence at least 4-6” to allow for trimming to prevent vine growth damage to the fence.

Building materials used to construct decorative planters should blend in and compliment the style of the Dwelling Unit and existing walls or fences. These materials are subject to the Architectural Committee’s approval. All planter walls shall also have an approved drainage system located near the wall footing.

No walls over 48 inches in height are allowed and then only as a seat wall, planter wall or to screen mechanical equipment. Approved materials for walls shall include masonry material or existing block walls, stucco covered walls, stone, brick fences or walls that match the existing installed by the Builder. Weathered appearances are not acceptable.

A. ARCHITECTURAL APPLICATION REQUIRED

1. All fence additions and/or changes except as noted below require an architectural application. Such approval shall be as to the aesthetic appearance of the fence or wall but shall not be deemed to warrant or approve in any manner the engineering or structural design of the fence or wall.

2. Fences over six feet in height (as measured from a level area adjacent to such fence) which are visible from the common areas, streets or adjoining lots, will require the written approval of the affected neighbor, as well as approval from the Architectural Committee and City of Oakley.

B. BLANKET APPROVAL:

1. Fences may be sealed and/or stained as noted below without submitting an architectural application. No other colors or stains are authorized under this blanket approval – all other colors or stains require an

a. Olympic Wood Protector (Clear Exterior Stain)



b. Behr Premium Transparent Waterproofing Wood Finish



c. Olympic Elite Advanced Stain + Sealant
Approved Colors: Canyon Brown and Redwood Natural tone





d. Thompson's WaterSeal Transparent Waterproofing Stain
Approved Color: Acorn Brown



architectural application along with a sample of the color.

2. It is suggested that older fences are pressure washed before application of any seal/stain application.

SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

D-9 SOLAR INSTALLATIONS

Adopted November 5, 2020

Solar Installations cannot be refused, however, under law and code, Owner's Associations may place restrictions on the installation of solar systems.

A. ARCHITECTURAL APPLICATION REQUIRED

1. All solar systems require an approved architectural application prior to installation. See the criteria below for guidance for completing the application.
2. Mechanical and Solar Energy Plans: Include all mechanical devices exposed to the exterior, including pumps, heaters, evaporative coolers, air-conditioning compressors, and all solar devices, including collectors, racks, storage facilities, piping, and distribution components.
3. Identify location of all items and, if proposed for roof, how it will be integrated into the roof design. Call out existing and proposed materials and colors. Include diagram indicating paint color(s) for exposed piping.
4. All conduit and structures to match house body and/or trim where applicable and shall not be installed on the front of the house.

B. BLANKET APPROVAL CRITERIA

1. All solar systems require an architectural application.
2. Note: in most cases, the solar company should be able to complete an application for you, however, you are responsible for ensuring that it has been approved before work can start.

SUMMER LAKE OWNERS ASSOCIATION

ARCHITECTURAL STANDARD & GUIDELINE

RECOMMENDED PLANT LIST

Adopted November 5, 2020

For the Owner's convenience, a plant list has been developed with plants that are compatible with the community, while keeping in mind climate, general soils conditions, and relative drought tolerance.

Homeowner's are encouraged to select plants from this list for the recommended plant listing.

1. RECOMMENDED PLANT SIZES

a. The recommended minimum plant sizes are as follows:

Trees – 15 gallon	*Low Shrubs – 1 gallon*
Screen Shrubs – 5 gallon	*Perennial Accents – 1 gallon*
Medium Shrubs – 5 gallon	*Vines – 1 gallon*

b. Plant sizes may be adjusted based on species, quantity and location. The design review submittal should include a plant legend indicating plant name, container size, quantity, and spacing of each plant used.

c. Tree and large shrub selection: Mature width, height, and other characteristics should be taken into consideration — especially those within close proximity to neighboring properties.

d. All landscaping shall adhere to the Contra Costa County Zoning Ordinance, Chapter 82-26: Water Conservation Landscaping in New Developments.

2. RECOMMENDED PLANT LIST

a. TREES

	Botanical Name	Common Name
1.	Arbutus unedo	Strawberry Tree
2.	Eriobotrya deflexa	Bronze Loquat
3.	Geijera parviflora	Australian Willow
4.	Ginkgo biloba (male only)	Maidenhair Tree
5.	Heteromeles arbutifolia	Toyon
6.	Lagerstroemia spp.	Crape Myrtle
7.	Laurus nobilis ‘Bay Leaf Tree’	Bay Laurel
8.	Laurus nobilis 'Saratoga'	Sweet Bay
9.	Leptospermum laevigatum	Australian Tea Tree
5.	Lophostemon conferta	Brisbane Box

11.	Olea europaea `Wilsonaii'	Fruitless Olive, Swan Hill
12.	Pistacia Chinensis	Chinese Pistache
13.	Prunus cerasifera	Purple Leaf Plum
14.	Pyrus calleryana	Ornamental Pear
15.	Rhaphiolepis 'Majestic Beauty'	Indian Hawthorn
16.	Rhus lancea	African Suma

b. LARGE SHRUBS

	~~Botanical~~ Name	Common Name
1.	Alyogyne huegelii	Blue Hibiscus
2.	Dodonaea viscosa	Purple-leafed Hop-bush
3.	Eriobotrya deflexa	Bronze Loquat
4.	Euonymus japonicus	Broadleaf evergreen shrub
5.	Feijoa sellowiana	Pineapple Guava
6.	Lagerstroemia indica. Petite Series	Crepe Myrtle
7.	Lavatera maritima	Tree mallow
8.	Leptospermum scoparium. 'Ruby Glow'	New Zealand Tea Tree
9.	Ligustrum japonicum	Japanese **Privet**
6.	Mahonia aquifolium	Oregon grape
7.	Nandina domestica	Heavenly Bamboo
8.	Osmanthus fragrans	Fragrant Olive
9.	Photinia fraserii	Photinia
10.	Pittosporum t. 'Variegata'	Japanese Pittosporum
11.	Podocarpus m. Maid	Podocarpus
12.	Romneya coulteri	California tree poppy
13.	Caprifoliaceae	Abelia

c. MEDIUM SHRUBS

	~~Botanical N~~ame	Common Name
1.	Buxus Sempervirens	Boxwood Hedge
2.	Coleonema pulchrum	Pink Breath Of Heaven
3.	Escallonia 'compacta'	Escallonia
4.	Galvezia speciosa	Island Bush Snapdragon
5.	Grevillea 'Noelli'	Grevillea
6.	Myrtus communis Nandina d.'	Myrtle
7.	Compacta' Nerium o.	Petite Pink
8.	Rhaphiolepis indica Rosa f.	Indian Hawthorn
9.	Rosa	Meidiland
14.	Rosmarinus officinalis	Rosemary
15.	Teucrium f.	Wall Germander
16.	Westringia fruticosa Westringia f.	Coast Rosemary
17.	Xylosma c. 'Compacta'	Dwarf Xylosma

14.	Nandina domestica	Compact Heavenly Bamboo
15.	Nerium Oleander	Dwarf Oleander
16.	Floribunda Rose	Iceberg Floribunda Rose
17.	Caprifoliaceae	Abelia

d. SMALL/LOW SHRUBS

	Botanical Name	Common Name
1.	Coleonema p. 'Sunset Gold'	Sunset Gold Breath Of Heaven
2.	Correa spp.	Australian Fuchsia
3.	Lavendula spp.	Lavender
4.	Leptospermum s. 'Nanum Tui'	Pink New Zealand Tea Tree
5.	Mahonia a. 'Compacta'	Compact Oregon Grape
6.	Myrtus c. compacta	Myrtle
7.	Myrtus c. compacta 'Variegata'	Variegated Myrtle
8.	Nandina d. 'Fire Power' or eq.	Dwarf Heavenly Bamboo
9.	Pittosporum t. 'Cream De Mint'	Variegated Pittosporum
18.	Teucrium Chamaedrys	Wall Germander

e. PERENNIALS

	Botanical Name	Common Name
1.	Achillea tomentosa	Wooly Yarrow
2.	Achillea millefolium	Common Yarrow
3.	Agapanthus africanus (Orientalis)	Lily-Of-The-Nile
4.	Agapanthus a. 'Rancho White'	Dwarf White Lily-Of-The-Nile
5.	Agapanthus 'Tinkerbell'	Dwarf Variegated Lily-Of-The-Nile
6.	Artemesia 'Powis Castle'	Large Wormwood
7.	Artemesia s. 'Silver Mound'	Angel's Hair
8.	Carex buchananii	Leather Leaf Sedge
9.	Convolvulus mauritanicus	Ground Morning Glory
18.	Dietes bicolor	Yellow Fortnight Lily
19.	Dietes vegeta	Fortnight Lily
20.	Gaura lindheimeri	Gaura
21.	Kniphofia uvaria	Red Hot Poker
22.	Miscanthus s. 'Morning Light'	Eulalia
23.	Muhlenbergia rigens	Deer Grass
24.	Nassella tenuissima	Mexican Feather Grass
25.	Nepeta x faassenii	Catmint
26.	Pennisetum s. 'Red Riding Hood'	Dwarf Red Fountain Grass
27.	Penstemon gloxinoides	Border Penstemon
28.	Penstemon h. 'Margarita Bop'	Margarita Beard Tongue
29.	Phormium hybrids	Flax
30.	Salvia leucantha 'Midnight'	Mexican Summer Lake
31.	Santolina virens	Green Lavender Cotton

24.	Stachys byzantina	Lambs Ears
25.	Thymus vulgaris	Common Thyme
26.	Allium Sativum	Garlic
27.	Tulbaghia violacea	Variegated Garlic

f. GROUNDCOVER

	~~Botanical~~ Name	Common Name
1.	Cerastium tomentosum	Snow-In-Summer
2.	Gazania spp.	No common name
3.	Myoporum parvifolium	No common name
4.	Oenethera berlandieri	Mexican Evening Primrose
5.	Osteospermum fruticosum	Trailing African Daisy
6.	Plumbago auriculata	Cape Plumbago
7.	Rosa banksiae	Lady Banks' Rose
8.	Rosmarinus o. `Prostratus'	Prostrate Rosemary
9.	Scaevola 'Mauve Clusters'	No common name
19.	Verbena spp. (low/mod. Water)	Verbena
20.	Vinca minor	Dwarf Periwinkle
21.	Coprosma x kirkii 'Variegata	Varigated Coprosma
22.	Juniperus sabina 'Buffalo'	Buffalo Juniper
23.	Trachelospermum asiaticum	Star Jasmine

g. <u>VINES</u>

	Botanical Name	Common Name
1.	Campsis radicans	Common Trumpet Creeper
2.	Clytostoma callistegioides	Violet Trumpet Vine
3.	Distictus buccinatoria	Blood-Red Trumpet Vine
4.	Hardenbergia violacea	Lilac Vine
5.	Ipomoea indica	Blue Dawn Flower
6.	Jasminum polyanthum	Jasmine
7.	Lonicera japonica 'Halliana'	Hall's Honeysuckle
8.	Macfadyena unguis-cati	Cat's Claw
9.	Parthenocissus tricuspidata	Boston Ivy
24.	Rosa 'Cecile Brunner'	Polyantha Rose
25.	Solanum jasminoides	Potato Vine
26.	Wisteria	Wisteria

III. SUMMER LAKE OWNERS ASSOCIATION ENFORCEMENT POLICY

Adopted November 5, 2020 / Updated April 1, 2021

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A. PREAMBLE

All Owners, tenants, residents and guests are required to abide by these Rules and Regulations. The following procedure will apply to all violations and infractions of the governing documents and rules and regulations of the Summer Lake Owner's Association (Association).

B. INSPECTION AND VIOLATIONS POLICY

1. The Management Company is contracted by the Association to perform a monthly inspection for non-compliance issues within the community and to address any issues as reported by the Board or assigned committees.
2. The Management Company, acting on behalf of the Association, has also been instructed by the Board to address non-compliance issues within the Community as outlined in the provisions of Association Governing Documents including, CC&Rs, Bylaws, Rules and Regulations, Architectural Rules, Standards and Guidelines. Anyone refusing to do so may face corrective action decided by the Board.
3. In addition, owners may report violations to the Management Company or Board of Directors by submitting a written notice describing the violation(s). The Board of Directors, Management Company, or Committee appointed by the Board may also note any violation(s) discovered during a walk-through or by personal knowledge of any of its members or representatives.

4. At the time a violation is noted or reported, action will be taken as follows:
    a. A violation letter will be sent to the offending party.
    b. If the violation is not addressed, a hearing may be called by the Board of Directors where the following may be imposed: monetary penalties; suspension of voting rights; suspension of use of Common Area facilities/amenities, commencement of legal or equitable action for damages, injunctive relief or both.
        1) A hearing letter will be sent to the offending party at least fifteen (15) days prior to the meeting date.
        2) The hearing will be conducted in executive session.
        3) The Board's decision will be sent in writing within fifteen (15) days following the hearing.
5. Homeowner complaint(s) of alleged violation(s) of a neighbor will be processed according to the following procedure:
    a. We recommend that you first discuss the issue/concern with your neighbor.
    b. If a resolution is not attained, the reporting party should submit a written report to the Management Company.
    c. If the violation is verified by Management, Committee Members, the Board of Directors, or any other Member of the Association, a warning letter or depending on the situation a violation letter will be sent to the offending party.
    d. If a violation is not addressed, a hearing may be called by the Board of Directors where the following may be imposed: monetary penalties; suspension of voting rights; suspension of use of Common Area facilities/amenities, commencement of legal or equitable action for damages, injunctive relief or both.
        1) A hearing letter will be sent to the offending party at least fifteen (15) days prior to the meeting date.
        2) The hearing will be conducted in executive session.
        3) The Board's decision will be sent in writing within fifteen (15) days following the hearing.
6. Please read the Governing Documents carefully. If you unknowingly break any rule, and the Management Company or Board brings it to your attention, please respect their wishes, as they are acting on behalf of the Association. Please contact the Management Company if you have any further questions.

C. ASSESSMENT COLLECTION POLICY

1. Prompt payment of assessments by all Owners is critical to the financial health of the Association. Accordingly, the Board of Directors takes its obligations under the Declaration of Covenants, Conditions and Restrictions ("CC&Rs") and the California Civil Code to enforce the members' obligation to pay assessments very seriously.

The Board has adopted this Collection Policy in an effort to discharge that obligation in a fair, consistent and effective manner.

2. All policies and practices outlined below shall remain in effect until such time as they may be changed, modified, or amended by a duly adopted resolution of the Board of Directors. Therefore, pursuant to the CC&Rs and applicable sections of the California Civil Code, the following is the Association's Assessment Collection Policy:

   a. Regular monthly assessments are due and payable on the ***first*** (1st) day of each month. It is the responsibility of the Owner of record to pay each assessment in full each month regardless of receipt of a statement.

   b. All other assessments, including special assessments, are due and payable on the date specified by the Board in the notice of assessment.

   c. Assessments, late charges, interest and fees, and collection costs, including attorney's fees, are both the personal obligation of the Owner of the property at the time the assessment or other sums are levied and a lien/debt on the property.

   d. Payments are posted on the date received by the Association. Assessments are delinquent fifteen ***(15) days*** after they become due. If the 15th day falls on a Saturday, Sunday, or bank holiday, the delinquency deadline will be extended until 3:00 p.m. on the next business day.

   e. Delinquent assessments shall be subject to a late charge equal to ten percent (10%) of the unpaid assessment or ten dollars ($10.00), whichever is greater.

   f. Interest on all sums imposed in accordance with this Assessment Collection Policy including the delinquent assessments, fees and costs of collection and attorney's fees shall be at a rate of 12% per year, commencing thirty ***(30)*** days after the assessment becomes due.

   g. A Reminder Notice may be sent on or about the 5th of each month to all delinquent Owners if the amount owed is greater than or equal to the current monthly assessment. A fee will be charged for each Reminder Notice sent.

   . **Residents who are delinquent with their monthly assessment in an amount equal to or greater than $500.00 will lose access to any common areas such as the Canoe Club and Lake by disabling their key fob, after being called to a hearing. Their monthly assessments must be brought back up to date before their key fob will be reactivated. In addition, the residents may also be subject to suspension from participating in any Summer Lake Owners Association events, restrictions on other membership privileges, and revocation of voting privileges in upcoming votes of the membership.**

   h. If the assessment is not paid within ***sixty (60) days*** of the due date, the Association will send a letter ("Notice of Intent to Lien") by certified mail to the delinquent Owner's addresses of record, including primary and secondary addresses provided to the Association by Owner, informing the Owner. The letter described in this Paragraph will be sent to the delinquent Owner at least ***thirty (30)*** days prior to recording a lien against the delinquent Owner's separate interest. The cost of the letter will be billed to the delinquent Owner's account.

j. An Owner may submit a written request to the Association to meet with the Board to discuss a payment plan for the amount set forth in the Notice of Intent to Lien. The Board shall meet with the delinquent Owner in executive session within ***forty-five (45) days*** of the date of the postmark of the request. If there is no regularly scheduled Board meeting during this period, then the Board may designate a committee of one or more Board members, but less than a quorum, to meet with the Owner.

k. If the delinquent Owner fails to pay the amount set forth in the Notice of Intent to Lien,

   a. within thirty (30) days of the date of receipt of the Notice of Intent to Lien,

   b. in the event the delinquent Owner fails to submit a request to meet, as set forth in the Paragraph above, within ***thirty (30) days*** of the date of the receipt of the Notice of Intent to Lien, then the Board may resolve to record a lien against the Owner's separate interest. The delinquent Owner will be charged for the lien costs associated with preparation and recordation of the lien. An itemized statement of the charges owed by the Owner will be recorded together with the lien.

l. A copy of the recorded lien shall be sent via certified mail to every person who is shown as an Owner of the separate interest in the Association's records no later than ***ten (10) days*** after recordation. Notices shall also be sent to any secondary address provided by Owner.

m. After recordation of a lien, all subsequent payments made by personal check will be held for posting pending verification of funds and clearance by the bank.

n. If an Owner is delinquent for ***thirty (30) additional days*** after the lien has been recorded, the matter may be referred to the Association's attorney or collection agent, and the lien may be enforced by judicial or non-judicial foreclosure sale, or by money judgment at the Association's option. Costs associated with the preparation of documents required to open the case file with the attorney or collection agent will be charged to and the responsibility of the delinquent Owner.

o. No assessment lien may be foreclosed until,

   a. the amount of the delinquent assessments secured by the lien (exclusive of any accelerated assessments, late charges, fees and costs of collection, attorney's fees or interest) equals or exceeds $1,800.00, or

   b. the assessments are more than twelve (12) months delinquent.

p. If the Association chooses to foreclose a lien under these circumstances, it shall, prior to foreclosing, offer the Owner an opportunity to "meet and confer" regarding the delinquency, in accordance with Civil Code Section 5900 or participate in alternative dispute resolution with a neutral third party pursuant to Civil Code Section 5925. The decision to pursue dispute resolution, or a particular type of alternative dispute resolution is the Owner's choice; however,

binding arbitration shall not be available if the Association intends to initiate judicial foreclosure.

q. The decision to initiate foreclosure of a lien must be made by the Board and may not be delegated to an agent of the Association. The Board's decision to foreclose a lien must be by a majority vote of the Board members in executive session, and the Board's vote shall be recorded in the minutes of the next regular session meeting. The Board shall maintain the confidentiality of the Owners by identifying the matter in the minutes by the parcel number of the separate interest, rather than the name of the Owners. A Board vote to approve foreclosure of a lien shall take place at least ***thirty (30) days*** prior to any public sale.

r. The Board shall provide notice of its decision to foreclose on an assessment lien by personal service to the Owner if the Owner occupies the separate interest, or to the Owner's legal representative, or first class mail, postage prepaid, at the most current address for the Owner shown on the books of the Association, including primary and any secondary address provided by Owner, if the Owner does not occupy the separate interest.

s. A nonjudicial foreclosure is subject to a ***ninety (90) day*** right of redemption.

t. Nothing herein limits or otherwise affects the Association's right to proceed in any lawful manner to collect any delinquent sums owed to the Association and the Association may turn the matter over to legal counsel at any time.

u. The mailing address for overnight payment of assessments is:

Seabreeze Management Company, Inc.
26840 Aliso Viejo Pkwy, Suite 100
Aliso Viejo, CA 92656

v. The Association may alternatively file a civil action in Small Claims Court.

w. In the event that the Association files an action against an Owner for unpaid Assessments, and that separate interest is, or becomes rented or leased at any time during the pendency of the action, the Association shall have the right to request that the Court order Owner to assign all rents due from the renter/lessor of the separate interest to the Association until such time as all Assessment delinquencies are cured.

D. FINE SCHEDULE

1. Fines for violations will be levied in accordance with the following schedule:

a.	Any violation of the Bylaws, CC&Rs, Rules & $100.00 Regulations	
x.	Use Restrictions	$100.00
y.	Vehicle and Parking Restrictions	$100.00
z.	Unauthorized Improvements to Property	$100.00
aa.	Any other violation including Architectural Rules,	$100.00

	Standards & Guidelines not specifically mentioned (i.e. dog barking, trash receptacles, etc.)	
i.	Hazardous Activities 0 (Risk of harm to person or property)	$250.0
j.	Short Term Rentals (Airbnb, vacation rentals, etc.)	$500 per occurrence/day

2. Fines will be in addition to an assessment levied to reimburse the association for expense and costs. Fines for continuing or repeated violations will be increased to double the initial fine after (30) thirty days, at the discretion of the Board. Fines will continue until compliance is gained.
3. Four (4) or more violations to a single lot/unit in any twelve (13) month period may result in an additional fine up to $500.00 at the discretion of the Board.
4. Special note: Should a violation occur which imposes a financial obligation to the Association, the party responsible for the violations shall reimburse, by way of special non-lien assessment, the Association for this financial obligation. If, for example, a party damages a fence, tree or other common property, repair and replacement costs will be charged to the owner responsible for the party.

E. PAYMENTS

1. When an Owner makes a payment, the Owner may request a receipt, and the association is required to provide it. On the receipt, the association must indicate the date of payment and the person who received it. The association must inform Owners of a mailing address for overnight payments. (Section 5655 of the Civil Code).
2. An Owner may, but is not obligated to, pay under protest any disputed charge or sum levied by the association, including, but not limited to, an assessment, fine, penalty, late fee, collection cost, or monetary penalty imposed as a disciplinary measure, and by so doing, specifically reserve the right to contest the disputed charge or sum in court or otherwise.
3. An Owner may dispute an assessment debt by submitting a written request for dispute resolution to the association as set forth in Article 2 (commencing with Section 5900) of Chapter 10 of Part 5 of Division 4 of the Civil Code. In addition, an association may not initiate a foreclosure without participating in alternative dispute resolution with a neutral third party as set forth in Article 3 (commencing with Section 5925) of Chapter 10 of Part 5 of Division 4 of the Civil Code, if so requested by the Owner. Binding arbitration shall not be available if the association intends to initiate a judicial foreclosure.
4. An Owner is not liable for charges, interest, and costs of collection, if it is established that the assessment was paid properly on time. (Section 5685 of the Civil Code).

F. PAYMENT PLANS AND MEETINGS

1. An Owner may request the association to consider a payment to satisfy a delinquent assessment.
2. The board must meet with an Owner who makes a proper written request for a meeting to discuss a payment plan when the Owner has received a notice of a delinquent assessment.
3. The association must inform Owners of the standards for any pre-established payment plans. If any exist, payment plans must conform to the payment plan standards of the association per Section 5665 of the Civil Code. Typically, payment plans will be implemented on a case by case basis. Owner's may request guidance from the Management Company in determining an appropriate payment plan.
4. An association distributing the notice required by this section to an Owner of an interest that is described in Section 11212 of the Business and Professions Code that is not otherwise exempt from this section pursuant to subdivision (a) of Section 11211.7 of the Business and Professions Code may delete from the notice described in subdivision (a) the portion regarding meetings and payment plans.

G. LIENS AND FORECLOSURE

1. This notice outlines some of the rights and responsibilities of Owners of property in common interest developments and the associations that manage them. Please refer to the sections of the Civil Code indicated for further information. You may wish to consult a lawyer if you dispute an assessment.
2. The failure to pay association assessments may result in the loss of an Owner's property through foreclosure. Foreclosure may occur either as a result of a court action, known as judicial foreclosure, or without court action, often referred to as nonjudicial foreclosure. For liens recorded on and after January 1, 2006, an association may not use judicial or nonjudicial foreclosure to enforce that lien if the amount of the delinquent assessments or dues, exclusive of any accelerated assessments, late charges, fees, attorney's fees, interest, and costs of collection, is less than one thousand eight hundred dollars ($1,800). For delinquent assessments or dues in excess of one thousand eight hundred dollars ($1,800) or more than 12 months delinquent, an association may use judicial or nonjudicial foreclosure subject to the conditions set forth in Article 3 (commencing with Section 5700) of Chapter 8 of Part 5 of Division 4 of the Civil Code. When using judicial or nonjudicial foreclosure, the association records a lien on the Owner's property. The Owner's property may be sold to satisfy the lien if the amounts secured by the lien are not paid. (Sections 5700 through 5720 of the Civil Code, inclusive).
3. In a judicial or nonjudicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use nonjudicial foreclosure to collect fines or penalties, except for costs to repair common area damaged by a member or a

member's guests, if the governing documents provide for this. (Section 5725 of the Civil Code).

4. The association must comply with the requirements of Article 2 (commencing with Section 5650) of Chapter 8 of Part 5 of Division 4 of the Civil Code when collecting delinquent assessments. If the association fails to follow these requirements, it may not record a lien on the Owner's property until it has satisfied those requirements. Any additional costs that result from satisfying the requirements are the responsibility of the association. (Section 5675 of the Civil Code).
5. At least 30 days prior to recording a lien on an Owner's separate interest, the association must provide the Owner of record with certain documents by certified mail, including a description of its collection and lien enforcement procedures and the method of calculating the amount. It must also provide an itemized statement of the charges owed by the Owner. An Owner has a right to review the association's records to verify the debt. (Section 5660 of the Civil Code).
6. If a lien is recorded against an Owner's property in error, the person who recorded the lien is required to record a lien release within 21 days, and to provide an Owner certain documents in this regard. (Section 5685 of the Civil Code).
7. The collection practices of the association may be governed by state and federal laws regarding fair debt collection. Penalties can be imposed for debt collection practices that violate these laws.

IV. SUMMER LAKE OWNERS ASSOCIATION COMMON QUESTIONS AND ANSWERS

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FREQUENTLY ASKED QUESTIONS & ANSWERS

Disclaimer – The following information is provided as a summary of that which is contained in the Summer Lake Owner's Association's (HOA) governing documents and is made available to assist homeowners with regards to establishing a general understanding of the HOA's rules, policies, regulations, standards and guidelines. The information contained herein may change from time to time, so homeowners should always consult the governing documents in addition to this document. In the case of a conflict between this document and the Association's governing documents, the governing documents will always prevail as the official rule, policy or regulation.

1. WHAT IS THE SUMMER LAKE HOMEOWNER'S ASSOCIATION?

The "Summer Lake Owners Association" (official name) is a nonprofit mutual benefit corporation registered with the State of California and managed by a duly elected Board of Directors. Its purpose is to maintain all common areas and to administer the governing documents (CC&R's, Rules and Regulations, Design Guidelines, Homeowner Manual, and Bylaws) to protect owners' equity in their properties, maximize enjoyment, assure the continued aesthetic beauty of the community, and to provide the framework with which people can live in harmony.

2. WHAT IS A MANAGEMENT COMPANY AND WHAT DOES IT DO?

A Management Company is hired to act as the agent for the Homeowner's Association. Typical responsibilities include:

a. Assessment Collection: Collection of the installments of the annual assessments and delinquent installments.

b. Supervision of all Subcontractors: Hiring, supervising and working with landscapers, utility companies, etc. The Management Company does not perform these services, but acts in a supervisory capacity only.

c. Accounting: Submitting monthly assessment installment statements to the homeowners, maintaining current lists of homeowner addresses as received, processing of the Association payables, and submitting monthly financial reports to the Board.

d. Communication: Performing as a liaison for the Association to the developer, providing information from the Board and Management to homeowners, as well as communication between homeowners, through distribution of monthly or quarterly newsletters or mailings.

e. Problem Solving: Working with the Board of Directors in interpreting and enforcing the CC&Rs, Bylaws, Rules and Regulations and Landscape Design Guidelines of the Association. Responding to homeowner's requests regarding the common areas and the operation of the Association.

f. Difficulty With Neighbors: Hopefully this will not occur, however, sometimes there does develop a difficulty with a neighbor over the parking of vehicles, loud and

excessive noise, animals, etc. These complaints can be made to the Management Company, however it may be something that the Management Company cannot do anything or it may be a matter that needs to be addressed by the City of Oakley and/or the Oakley Police Department. If it is a matter where the Management Company can be of assistance and have authority, the Management Company will in turn, send a letter stating the violation or disturbance and enforce, through the Board of Directors, any fine which the Association may have established.

g. Architectural Approval: Coordination and tracking of requests for approval from the Architectural Committee for plans for construction, alterations or improvements.

h. Consulting: Providing the Board with information pertaining to proper maintenance of the community, suggested project improvements and to keep the Board advised of current Association Management procedures and laws.

3. WHO IS OUR MANAGEMENT COMPANY/HOW DO I CONTACT THEM?

Seabreeze Management Company is the professional property management company who was selected to manage Summer Lake's Owners Association. Seabreeze was founded in 1987, serving a variety of property types. You can contact Seabreeze Management as follows:

Website (To Manage Your Account) & Information: www.myseabreeze.com

Seabreeze Account Manager: Amy Alcantara (amy.alcantara@seabreezemgmt.com)
Alternate Account Manager: Liza DeJesus (liza.dejesus@seabreezemgmt.com)

Seabreeze Customer Service & After Hours Emergencies: (800) 232-7517

Payment Address: Summer Lake c/o Seabreeze Management, PO Box 51380
Los Angeles, CA 90051

All homeowners are encouraged to provide their email address to the management company so that they can be informed of critical homeowner business. You can do so by sending an email as noted above or providing it as part of your profile that you set up for your account on-line on the Seabreeze website. If you go to Seabreezemgmt.com and click on the "My Seabreeze" link, you can sign up for access to the Summer Lake website information.

4. WHO ARE THE BOARD OF DIRECTORS, & WHAT DO THEY DO?

The Board of Directors governs the HOA, and is tasked with making the business decisions concerning the HOA. At the Annual Meeting, an election takes place where homeowners are elected to The Board by the homeowners to fill seats on The Board of Directors. These elected members are volunteers and are not paid for their time as a Board Member. Note: at present, there are two homeowner seats and three builder seats, although there are currently four (4) homeowners and one (1) builder representative serving on The Board.

5. WHEN ARE THE HOA BOARD MEETINGS?

The Bylaws state the frequency of the Board meetings, however regular board meetings are typically scheduled (subject to change) for the 1st Thursday of every other month (even

months – February, April, June, etc.) and are open to all homeowners. All regular board meetings include an open forum for homeowners to address The Board. The meetings are announced in the Summer Lake Newsletter. Note: Executive board meetings are scheduled on the odd months (January, March, May, etc.) and due to the sensitivity of the items discussed are not open to homeowners.

Prior to each scheduled meeting, a copy of the meeting notice/agenda is posted on the association bulletin board located in the lobby area of the Canoe Club.

6. WHAT ARE COMMON AREAS AND FACILITIES?

The common areas and facilities that the Association is responsible to maintain include open space within the community (Wapa Trail), entry landscaping, all right of way street landscaping (E Cypress and Summer Lake Dr E Summer Lake Dr), recreational facilities (Canoe Club), pool, lake, and other areas which the Association is responsible for operation and maintenance, which is paid for through the collection of Assessments from the owners.

7. WHAT IS MY ASSESSMENT?

The assessment is the monthly installment of the annual assessment amount due from each property. This assessment is used to operate and maintain the property that is commonly owned or controlled by the Association. The annual assessment is based upon the estimated expenses required to operate the Association and maintain the common areas and facilities (budget).

8. HOW IS THE AMOUNT OF MY ASSESSMENT DETERMINED?

Budgets for the Association are developed on an annual basis and an Owner’s assessment is based on the budget. There are two basic areas to the Association's budget: the Operating accounts such as utilities, landscaping, pool and spa maintenance, lake, etc., and the Reserve accounts for replacement of components such as paving, painting, amenities at the Canoe Club, lake, etc. These amounts can increase with the age of facilities and with increased costs of living. The assessments may increase due to changes. The Board of Directors will prepare a new budget each year to reflect changes and cost increases or decreases. The Board must obtain the majority vote of the members to increase the budget more than 20% from the prior year's budget.

9. WHAT HAPPENS IF I DON'T PAY MY ASSESSMENT?

The CC&RS state that not paying the monthly installment of the annual assessment causes the homeowner to be subject to late charges, interest and collection charges. In addition, the Association can accelerate your installments and demand that the remaining balance of the annual assessment be paid in full if you are delinquent in the payment of your monthly installment.

If there is no payment from the homeowner, a lien can be filed which could eventually result in foreclosure of your home. Remember that all the owners share the responsibility

of assuring payment to the Association so that the property can be properly maintained. Be sure to closely review the Association's current adopted Assessment Collection Policy included in this manual.

10. WHAT ARE HOA RULES?

The rules that we all have to abide by (and have agreed to follow as part of the purchase process to live here) are contained in the association's governing documents which include the CC&R's, Rules and Regulations, Design Guidelines, Community Manual, and Bylaws. For a complete list, please review the Summer Lake CC&R's, Rules & Regulations that are posted on the management company's website.

11. CAN WE CHANGE AN HOA RULE?

Changing something in the CC&R's requires a majority of the homeowners to vote yes to make a change. That means that 313 of the total of 625 homes would have to vote to approve a change.

Changing a Rule in the Community Manual (if it involves a change in policy), needs to be noticed to the homeowners before it is formally approved by The Board. Note: The Community Manual is primarily an extension of what is in the CC&R's, whereby the board has added more information, sometimes for clarification and sometimes just to provide more information as to what is acceptable – and this is used as direction to committees and to the management company that the HOA has secured to manage things.

12. CAN I PARK MY RV, CAMPER, BOAT, ETC. ON MY PROPERTY?

No mobile home, camper or recreational vehicle, boat, truck or similar equipment can be parked and/or stored within the Community unless parked entirely within a garage, or an accessory structure that has been approved by the Architectural Committee and the accessory structure is not visible from any adjoining lot or the Common Area. Note – this provision is contained in the Summer Lake HOA CC&R's and is more restrictive than the City of Oakley municipal code requirements. See the next question pertaining to parking on the street.

In addition, no overnight parking of vehicles is allowed at the Canoe Club parking lot. Violation of this parking restriction may cause the vehicle to be towed at owner's expense.

13. CAN I PARK MY RV ON THE STREET NEAR OR IN FRONT OF MY HOME?

Parking of vehicles on any of the public streets throughout the Summer Lake community is regulated by the City of Oakley municipal code. It is noted that the City code has in the past stipulated that an RV or boat may be parked on the street for up to forty-eight (48) hours, both before and after a trip. Interested parties should consult with the City of Oakley directly for the latest code requirements and questions associated with parking of vehicles on public streets.

14. WHAT ARE THE RULES ASSOCIATED WITH USE OF MY GARAGE?

Garages within the Summer Lake community are required to be used for parking of vehicles. Section 3.4 of the Summer Lake CC&R's states: "Garage spaces must remain available at all times for parking of vehicles at all times. No garage space may be converted into a living area or any other use that would prevent its use for parking the number of vehicles the space was originally designed to contain.[...]"

15. CAN I HAVE A BASKETBALL STAND ON MY DRIVEWAY OR STREET?

No basketball standards, hoops or backboards or other fixed sports apparatus shall be attached to the front of any Residence or erected in the front yard. All sports fixtures proposed for rear yards must be approved by the Architectural Committee. Portable basketball standards must be lowered and stored in garages or rear yards when not in use. Portable basketball standards may not be placed on sidewalks or the streets at any time.

16. RESPONSIBILITY FOR THE SIDEWALK IN FRONT OF MY HOUSE

SIDEWALKS: Sidewalks in the front or adjacent to the sides of Summer Lake homes are the responsibility of the homeowner to maintain or replace if damaged or raised. (See City of Oakley Municipal Code: 6.2.604 Maintenance and Repair of Sidewalks: a. Obligation to Repair Maintain. The owners of lots or portions of lots adjacent to or fronting on any portion of a sidewalk area between the property line of the lots and the street line, including landscape planting strips, sidewalks, retaining walls, curbs and gutters, and persons in possession of such lots by virtue of any permit or right, shall repair and maintain such sidewalk areas and pay the costs and expenses therefor.

17. RESPONSIBILITY FOR THE STREET PLANTER STRIP IN FRONT OF MY HOUSE

The landscape strip between the curb and sidewalk in front of each home is the responsibility of the homeowner to maintain. This area should be maintained to a high level, similarly to that of the owner's front yard. Changes and/or adjustments to this area should only be made after approval by the architectural committee of an appropriately submitted architectural application or changes per blanket approval criteria.

See also City of Oakley Municipal Code: 6.2.604: b. Preservation of Public Street Landscaping. All existing public street landscape planters shall be retained and preserved for the purpose of providing live landscaping along the frontages of City streets, unless City-approved plans for the public right-of-way provide otherwise. To this end, covering paving, sealing, or filling of public landscape planter areas with impervious materials shall be prohibited.

18. TRIMMING AND PRUNING TREES WITHIN OUR COMMUNITY

The answer to this question depends on where the tree trunk (base of tree) is located;

a. Trees contained within City Parks are the responsibility of the City.

b. Common Area – Trees within common area like the Canoe Club, WAPA Trail or landscaping along Summer Lake Drive and Cypress Road within our community is the responsibility of the Summer Lake HOA.

c. Private Property – Trees located on private property (individual homeowners lot) or within the street planter strip are the responsibility of the adjacent homeowner to maintain.

d. In many cases, while a tree may have been planted in one area, as it grows and matures, branches and leaves can overhang property lines. Homeowners are encouraged to work together to trim and maintain trees along common property boundaries as necessary to prevent problems. Additionally, homeowners should ensure that trees planted along the public right of way (sidewalks and streets) are maintained in a manner that allows safe, unobscured passage and use of public facilities – twelve (12) feet clearance on the street and eight (8) feet clearance over the sidewalks.

e. Each lot within the Summer Lake community is required to have and maintain in a healthy condition a minimum of 1 street tree (corner and a-typical lots have more) as well as other trees as originally planted when your home was built. The type of street tree required was originally approved by the City of Oakley as part of the landscaping plan for the community. The community design included a different type (varietal) of street tree for each street in a themed design. The Summer Lake HOA has maintained this design standard for the community as a general policy. Changes, removal, or relocation of any street tree, or tree otherwise, requires approval of the Summer Lake HOA Architectural Committee and is further subject to the ordinances and requirements of the City of Oakley.

19. CAN I OPERATE A BUSINESS OUT OF MY HOME?

No part of any residence shall be used, or cause to be used or allowed or authorized in any way, directly or indirectly, for any business, commercial, manufacturing, mercantile, storing vending or non-residential purposes unless specifically permitted by local ordinance and Section 3-1 of the CC&Rs, which allows for Day Care Facilities as long as the City guidelines are followed by the operator of the Day Care Facility. For a list of their requirements you may go the City of Oakley's website.

20. CAN I RENT MY HOME? WHAT ARE THE REQUIREMENTS?

a. Landlords are required to provide the Association with tenant contact information and a copy of the lease and also the contact information for all residents on the lease. You must provide your tenant with all governing document and advise them of their responsibility to comply with all rules and the consequence (hopefully written into your lease), if they do not. The minimum lease term is 30 days which would exclude rentals like Airbnb.

b. If you lease out your residence, you will not be living at Summer Lake, therefore you must provide the Association with a current mailing address, however you will

still receive important Association notifications. Please send your address to mailto:customercare@seabreezemgmt.com along with your lease documents.

a. When a homeowner rents out their home, the use of all amenities transfers to the tenant. As long as you have a tenant you may not use any amenities. The key fob transfers from the homeowner to tenant during this time. You may not therefore use the pool while your home is a rental.

b. There is no legal relationship at all. That is why any violation of the rules is considered a homeowner violation. Any hearing notice to appear before the board for unresolved violations will be sent to the homeowner. Tenants have no legal standing with the Association.

21. HOW DO I DETERMINE WHERE MY PROPERTY LINE IS?

The property line is normally determined to be the middle of the fence between two homeowners. The fence dividing two properties is considered to be common property and in the case of repairs, the two Owner's should work together for any repairs, etc. The property line then goes from the front most fence post to a mark on the curb. Sometimes, the mark will be difficult to see, but it will be there. See the pictures to the right.



Mark on Concrete Curb

22. WHO IS RESPONSIBLE FOR THE LEVEE AROUND OUR COMMUNITY?

Reclamation District 799 (RD-799) owns and maintains the levee and drainage system (ditches) around the Summer Lake community. RD-799 is a non-profit agency established in 1901 that operates under the authority of the State of CA Central Valley Flood
Protection Board and the Department of Water Resources. Property owners at Summer Lake pay for flood protection (maintenance of levees and drainage) via property tax assessments that are charged by RD-799 via the county tax assessor's office.

Summer Lake owners are encouraged to attend RD-799 meetings and to get involved. The board of trustees for the district is made up of 5 local land owners, and Summer Lake property owners are allowed to run for board election.
For questions or comments about district facilities, meeting schedules or for any other issues associated with RD-799 please refer to their website (www.rd799.com), or call them at (925) 684-2398.

23. CAN I RESERVE/RENT AN AREA OF ONE OF THE PARKS?

The parks are all owned and operated by the city of Oakley. For anything connected with the parks, you should contact the city.

24. CAN I RENT THE "CLUB HOUSE" ACROSS FROM THE CANOE CLUB?

The building across the street from the Canoe Club is not owned by the HOA. It was originally used by the original builder as a sales office. It has since transferred ownership to the current owner of Summer Lake North (property on the North side of E. Cypress Rd.).

25. IS IT OK TO LEAVE FOOD OUT IN MY BACK YARD/FEED WILD ANIMALS?

The surrounding areas of Summer Lake has an abundance of wildlife, most of which is not desirable as a visitor. Wild animals such as skunks, opossum, racoons, and cayotes can be dangerous to pets and can also cause damage to landscape include lawns. It is wise to not leave food out at night which could attract wild animals. Feeding of fowl (ducks, geese, etc.) that visit the lake is prohibited.

26. CAN WE BECOME A "GATED" COMMUNITY?

The city owns and maintains all of the streets within Summer Lake and thus we cannot put in gates to make our neighborhood a "gated" community.

27. UTILITY, WATER, GAS, FIRE CONCERNS

Depending upon the nature of the concern or emergency, contact the appropriate agency FIRST. It is best to receive immediate service in the event of these type problems or in the event of an emergency. The Management Company should also be aware of these situations, as it allows for a monitor of recurring problems. Be sure to keep handy the emergency telephone numbers for the local companies and official agencies.

28. CANOE CLUB/POOL QUESTIONS:

a. Can I rent out the "Club House" (building across the street from the Canoe Club/Pool)? The former Shea Homes Sales Pavilion is Owned by Encore Development and is not presently available for rent. The HOA has no rights to the building or property.

b. There is outside space at the Canoe Club that is available for rental by HOA members. Contact the Management company for the details

c. What are some of the key Canoe Club/Pool rules?
   1) Pool hours: dawn to dusk (dusk is defined as 15 minutes after sunset).
   2) There is no lifeguard on duty, swimming is at own risk.
   3) No barbequing, glass containers, or alcoholic beverages are allowed within the pool area.
   4) Children under the age of 15 must be accompanied by an adult.
   5) Replacement access cards/key FOB's are available for a fee. Contact Management to arrange for replacement.
   6) Each home in good standing with the HOA is allowed up to 8 people at one time within the Canoe Club (including homeowner, family members and their guests). There is outside space at the Canoe Club that is available for rental by HOA members. Contact the Management company for the details

d. Can I rent out an association boat? Boats are available for free rental to residents on a first come first serve basis when a monitor is on duty. Residents must show proof of residency, sign a liability waiver form and adhere to other requirements as specified in the boat checkout forms.

29. LAKE QUESTIONS:

a. The Lake is available for use from dawn until dusk (15 minutes after sunset) and no swimming in the lake is allowed. Boats may be used on the lake and HOA members in good standing have key FOB controlled access to the boat ramp at the Canoe Club for launching and access. Boats typically are restricted to dingy-row type, canoe, kayak, paddle/pedal, small inflatable rafts, personal pontoon (1 or 2 persons), and sail boats up to sixteen (16) feet in length. Large or wide beam boats, such as party boats, are not allowed on the lake, unless approved by the Association for variance due to disability.

b. NO gasoline, diesel, or other combustion-type engines are allowed on the lake. Note: Lake Maintenance personnel may use combustion engines on a limited basis for official lake maintenance duties.

c. Catch and release fishing by HOA members in good standing is allowed in the lake. No persons fishing in or on the Lake shall use any live bait other than earthworms. The lake is not stocked at this time for recreational fishing.

d. It is common that lakes can periodically turn an emerald green from something called lake bloom from the sun along with microscopic plants called algae. Most algae are carried into lakes by wind-blown soil and runoff. Birds and ducks can also transfer algae from one lake to another.

e. Fertilizing in areas near the lake can also increase the likelihood of an algae bloom or create a situation where the lake can have an odor or unpleasant appearance. Algae control, odor abatement and lake appearance is all part of the management plan for the lake, but if it does occur, especially odor and/or scum on the lake, please inform the management company so that steps can be taken to reduce.

f. Since all areas within the Summer Lake levee system drain to the lake, all homeowners are encouraged to reasonably limit use of fertilizers in order to help control the amount of phosphate in the lake and thus helping to improve lake water quality and reduce algae in the lake water. For lake front lots, only liquid fertilizer should be used. For non-lake front lots, fertilizers should be used in smaller, more frequent doses at the lower limits of manufacturer's recommendations.

g. The lake used to have a beautiful fountain – why don't we still have it? At one point Shea Homes tested the use of a fountain in Summer Lake for a period of time. Ongoing maintenance problems with the fountain spray head and pump included numerous repairs and complete replacement twice over a short period of time. There were several complaints from homeowners regarding overspray and the fountain controls systems were prone to failure due to windy conditions at Summer Lake. Replacement cost for the spray head/pump was approximately $17,000 with the last failure. The consensus of The HOA Board of Directors (after receiving

comments from numerous homeowners) was that the cost and liabilities associated with the fountain did not make it worthwhile to continue on a permanent basis. .

30. ARCHITECTURAL RULES QUESTIONS:

a. The Association has governing regulations concerning additions, changes, or improvements to the exterior of any Lot, referred to as Architectural Standards & Guidelines. The guidelines encompass the installation of landscaping, hardscaping, addition to building(s), patio covers, fences, color of paint, etc.

b. If the change can be "seen" and it is in any way a "change", or if it involves alterations to drainage, then it probably requires an application unless a change has been granted "blanket" approval. That also means anything that will be above the fence line for all properties and rear yards for lake front lots would be considered a change. Please refer to the Architectural Rules document for individual criteria.

c. Why is my property inspected for architectural changes when I sell my property? As part of the sales process for all private property within the Summer Lake Community an inspection is performed by the management company (or their assignee) prior to close of escrow. This inspection is performed to ensure that the property is in good standing with the association and to confirm and document that all improvements are generally conforming to the HOA's governing documents. If unauthorized or non-conforming improvements/changes are identified at the property they are then documented and reported to the escrow parties.

d. How often does the Architectural Committee meet? The architectural committee typically meets once a month (normally the 3rd Monday of each month, but sometimes this changes due to the availability of the committee members). During the meeting, committee members will review submitted applications, and make a determination based on the rules in the CC&R's and the Community Manual including the Architectural Standards and Guidelines.

e. How long can I expect review of my architectural application to take? The architectural committee typically meets on a monthly basis to review architectural applications. Processing time depends on when the next meeting occurs relative to when the application is submitted. Most applications are processed and responded to in as quickly as 30 days, keep in mind however that the committee has up to 60 days to respond to submitted applications (per CC&R's).

f. How do I submit an Architectural application and what is needed? Applications are first submitted to the management company (presently via email or mail) using an architectural application form. Each application is reviewed for completeness, first by the management company, and then by a designated member of the architectural committee. If deemed "complete", applications are forwarded to the Committee Chairman who will then place them on the agenda of the next scheduled meeting for review. Please note the following;

g. "Completeness" means that the application contains all of the information required to clearly and accurately describe the complete project or change being proposed in its entirety: materials, dimensions, model numbers, colors, methods,

types of plants, location, sizes, etc. to be able to do a complete review. Typically, a diagram is required and pictures from a brochure, etc. are highly desirable.

h. What happens if I make improvements to my home or Lot without obtaining approval? A resident who commences work without first receiving written approval by the Architectural Committee is subject to enforcement of violation notification subject to the Association's governing documents. This may include but is not limited to, notification, violation hearings with the HOA Board of Directors and enforcement of fines. As part of a hearing, the HOA Board of Directors can determine to impose a fine until the violation is corrected. The Committee and/or The Board of Directors may also require that the work be removed or altered in order to be in compliance with the Architectural Guidelines and/or Summer Lake Governing documents, at the owners own expense.

i. What happens if I do not follow my approved plans? If the Architectural Committee finds that any work has not been completed in substantial compliance with the approved plans, the Committee shall notify the Owner in writing and request that the Owner remedy the work to be in compliance with the approved Home Improvement Application. If the Owner fails to remedy the non-compliance within thirty (30) days after the date of the notice of non-compliance, the Architectural Committee shall then set a date on which a hearing will be held with The Board of Directors.