



Adopted March 14 2017. This version supersedes any other versions or copies you might have.

Owners are responsible for providing their tenant with a copy of this document.

## AB 1403 - Deleting Discriminatory Language in Documents

“If this document contains any restriction based on race, color, religion, sex, familial status, marital status, disability, national origin or ancestry, that restriction violates state and federal fair housing laws and is void, and may be removed pursuant to Section 12956.1 of the Government Code. Lawful restrictions under state and federal law on the age of occupants in senior housing or housing for older persons shall not be construed as restrictions based on familial status.

March 2017

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## **INTRODUCTION**

This manual has been prepared to provide basic information for owners, tenants and guests in order that they may better understand the documents governing **Beacon Street Condominium Owners Association**.

Knowledge and compliance of the Rules and Regulations (R&R) by residents is the sole responsibility of the unit Owner. Owners are ultimately responsible for any fines or damages resulting from the action of their residents or resident's guests.

This manual does not replace the governing documents of the Association, but serves as a brief synopsis of these documents. Please read it carefully.

The Board of Directors will be responsible for effectively enforcing recorded Rules and Regulations. While it is not our intention to dictate lifestyles, enforcement of rules and regulation, standard policies and procedures create harmony for condominium living residents, and quality living for the entire community.

This manual will be a helpful guide for the constant changes of residents living at Beacon Street Condominiums.

Keep it handy for reference, and if you leave our community, please leave the manual with the unit.

Respectfully,

THE BEACON STREET CONDOMINIUM OWNERS ASSOCIATION

Revised March 2017

## **THE ASSOCIATION**

### **All Homeowners are Members of the Beacon Street Condominium Owners Association.**

All rights, interests and privileges are equal. No owner may assign their membership (excluding voting rights) to anyone else, other than by sale of a unit. Any sale, transfer of ownership, or change of address, must be reported to the Management Company within ten (10) days of close of escrow. Rental of unit applies.

**Management, Operation, Administration and Maintenance of Beacon Street are Exercised for the Association by the Board of Directors (Board).** The Board consists of five (5) voting members who serve without compensation. Examples of duties of the Board include, but are not limited to, collection of assessments, employment of personnel, adoption, revision and enforcement of the Rules and Regulations, and maintenance and administration of the property. For more specific information regarding Board responsibilities, refer to Article 6 of the CC&R's and Section 6.07 to 6.08 of the Bylaws.

**Income from the Homeowner's Association monthly dues is the primary means for the Association to meet the maintenance obligations for the condominium.** It is imperative that payments are received when due. Assessment is due in the Property Management Office by the first of each month. Assessment is delinquent if not received in the Management office by the fifteenth (15th) of each month. A late charge will apply and delinquent assessments, including reasonable attorney fees. For more information, contact the Management Office for a copy of the current Collection Policy.

**Declaration of Covenants, Conditions, Restrictions and CC&R's** provides that the unpaid obligation constitutes a lien against the unit involved and that this lien may be enforced by the Board through foreclosure proceedings. This provision will be implemented when necessary for the collection of any past due accounts. The cost of processing lien documents will be added to the amount owed in each case, as outlined in Article 7 of the CC&R's.

## **MANAGEMENT SERVICES**

The Beacon Street Condominium Owner's Association employs a professional management company, which receives its direction from the Board of Directors.

The Board of Directors is responsible for the operation and maintenance of the property, collection of owner's fees, penalties or assessments, disbursement of funds, and maintenance of current financial information. Financial statements are provided to the Board monthly, and to all owners, annually.

## **BOARD OF DIRECTORS**

The Board of Directors is responsible for ensuring compliance with the Rules and Regulations. These Rules and Regulations, as well as those items identified in the CC&R's, Bylaws and Articles of Incorporation, have been established and are in effect to maintain a high standard of living, promote harmonious existence between neighbors, and provide for increasing property values at Beacon Street Condominiums.

All Board members must sign a "Code of Ethics and Rules of Conduct" upon becoming a new Board member.

## **BOARD MEETINGS**

The **Board of Directors** consists of five (5) members who conduct the business of the Association at the scheduled monthly Board meetings. A representative from the Management company will also attend these meetings.

**Monthly Board/Association** meetings are held on the second (2<sup>nd</sup>) **Tuesday** of each month starting at 6:00 pm (subject to change). Homeowner's Open Forum is held from 6:00 pm to 6:30 pm, and Homeowners are welcome and encouraged to present any recommendations, concerns, or questions to the Board. Each Homeowner has three to five minutes to express their concerns. They are also welcome to stay for the Board Meeting, but may not participate.

**Non-owners are not permitted at Board meetings without prior Board approval.**

**Annual Association Meetings** are held on the second (2<sup>nd</sup>) **Tuesday** in June each year (subject to change).

Homeowners are encouraged to attend and exercise their voting rights on any item listed on the Agenda.

## **NOTIFICATION AND REMEDY**

**Complaints** of a violation to these Rules And Regulations must be reported in writing/email to the Management Company. The unit address or name of persons involved in the violation, the date, time and description of the violation, and the signature(s) of person(s) witnessing the violation must be included in the written report. All names of witnesses will be kept confidential, unless a hearing is required.

Owners in **Violation** will receive written notification of any infraction of the rules and will have any opportunity for a hearing not less than fifteen (15) days from the date of the notice or at the next Board meeting following the notice. Board meetings are held the second (2<sup>nd</sup>) Tuesday of each month, agreeable by all Board members and Pernicano Management to fit into their date schedule. A copy of the violation notice will also be sent to the unit resident, if different from the Owner.

Any **disputes** arising from these Rules and Regulations, including but not limited to their interpretation and enforcement, shall be resolved by the Board of Directors. The Board shall have the Association's full jurisdiction of such disputes, and its decisions shall be final and binding to all parties. Nothing herein, however, shall prevent the Board from taking such action as is necessary or appropriate to enforcer implement its decision.

## **COMMON AREA**

The common area is defined as the entire Beacon Street project excluding all units. It includes all land and all portions of the project not located within any unit.

The common areas are maintained through administration of the Board of Directors and their contracted agents.

Use of the common area is subject to the following expectations:

- A. Residents shall not have the right to improve, decorate, remodel, alter landscape or adorn the common area without written consent of the Board. Homeowners may obtain an Architectural Change Request form from the Management Company.
- B. Television or radio antennae may not be placed anywhere within the Beacon Street complex. Coax cable shall be inside unit, not attached to the building. (See page 15, Satellite Dish Criteria).
- C. No power equipment, hobby shop, carpentry, or vehicle repair work is authorized in parking or other common areas.
- D. Common areas may not be obstructed or used as storage. Be courteous to other residents when using common area.
- E. All personal belongings must be removed from common areas within a reasonable time.
- F. Barbecuing is permitted on balconies and patio areas. No charcoal grilling is permitted. Only propane or electric grilling is permitted.
- G. For safety and property protection, no skateboards, bicycles, roller skates, roller blades, scooter or power operated scooter/cycles are allowed to be used on complex common street areas. Bicycles can be used to go "to and from" the complex, only.
- H. The maximum speed limit throughout the project is 10 MPH.
- I. No unreasonable noise or nuisances, immoral or illegal activities are permitted in the complex. Noise levels should be kept to a minimum and not infringe on normal living or enjoyment of other residents. Loud noise, televisions, stereos, musical instruments, yelling, etc., will not be permitted at any time. If the noise level is disturbing to others, windows and doors are to be shut, especially after 10:00 pm.
- J. Water hoses must be removed from the outside water faucets when not in use, and stored in the unit garage.
- K. All equipment, garbage cans, wood and storage piles shall be hidden from view. No fences, hedges, or walls shall be erected unless authorized by the Board.
- L. Exterior clotheslines or drying racks shall be hidden from view.
- M. All vehicles stored in the RV Storage lot must be approved by the Board.
- N. Cigarette butts are not to be disposed of on the property.
- O. Rugs, towels, items of clothing, etc., are not to be draped over fences, patio ledges, or upstairs balconies.

## UNIT USE

- A. Each unit shall be used and occupied only for private dwelling purposes and for no other purpose.
- B. Residents are responsible for notifying their guests of the Rules and Regulations. All guests must be accompanied by an adult resident when using all recreational facilities, including the pool, Jacuzzi, and clubhouse.
- C. **Unit Interior Maintenance:** Each homeowner has the right to maintain, repair, paint, or paper the **interior** of their unit as they choose; with consideration of the CC&Rs governing the type of color of draperies and/or window coverings.
- D. **Window Coverings** must be a neutral shade, to match existing window covering in the complex (no pronounced color), and must be a product specifically designed for use for window coverings or sliding glass doors.

**Window Coverings** such as newspaper, foil, cardboard, towels, sheets, and other such articles and materials are prohibited as coverage for windows or sliding glass doors.

**Window Tinting** must be approved by the Board prior to installation, and kept well maintained.

**New Window Installation:** An application for an Architectural Improvement form must be completed and returned to the Board for approval must be submitted prior to installation. Single or double-paned windows are acceptable. Aluminum trim windows must be compatible to the black trim on existing windows. Example: Dark bronze or white trim.

**Window Fans and Air Conditioners:** No window fans or window air conditioners are permitted in any windows without prior Board approval.

- E. **Remodeling Interior:** The Board must approve any remodeling inside the unit prior to proceeding with the work to be done. Architectural Change Request Forms are available from the Management Company. (See page 17).
- F. **Patios and Balconies:** must be maintained and kept free of weeds and storage at all times. The Board may act to have necessary work done, at the Owner's expense, if these areas are not properly maintained. Do not plant any type of plants, trees, shrubs, etc., as they are not maintained by the gardeners. Plants can be in "plant containers" for resident to maintain. Barbecue units and patio furniture are acceptable. Patio, balcony ledges, and any painted surface must be kept free of all plants, planters, and ornamental decorations for maintenance and safety reasons.
- G. **Vines** are not permitted to grow over patio covers, fences, or on the building due to maintenance reasons.

- H. **Signs:** “For Sale” or “For Rent” signs may be displayed in the unit windows or garage door. Signs must not be in excess of 15” x 15”, and a maximum of two (2) signs per unit. Any other sign(s) must have written approval of the Board.
- I. **Trellis:** Trellises are not permitted next to walls.
- J. **Garages** are not to be used as living quarters under any circumstances.

## **DOORS**

- A. **Screen doors:** Only black steel security screen doors are acceptable. Screen doors should remain closed except upon arrival and leaving.
- B. **Front doors:** To replace a front door, it must be approved by the Board. If approved, it must always have a black security screen door in front of it.
- C. **Garage doors:** Roll-up doors are acceptable to have installed, but must be approved by the Board. Call the Management Company for information and installation requirements.
- D. Garage doors should be closed at all times except upon arriving and leaving.

## **PARKING (see last page for map)**

- A. Parking is allowed ONLY in spaces assigned to your unit. Any vehicle parked in another assigned parking space without permission is subject to tow at the Owner’s expense.
- B. There are four (4) Visitor Parking spaces in the complex. See “Visitor Parking” for rules.
- C. No unit may have more vehicles parked in the complex than the two spaces assigned. Assigned parking spaces are not transferable. Owners/residents are responsible for clean up of spills and oil caused by vehicle on assigned spaces.
- D. Small gas-powered vehicles or other gas-powered machinery may only be stored in the unit garage, not within the living space.
- E. Inoperable vehicle storage is not permitted in common or exclusive use common areas.
- F. **Fire lanes** must be kept clear at all times. Any vehicle parking in a fire lane is subject to tow at the Owner’s expense. Fire lanes are defined as non-designated parking spaces.
- G. **Unloading vehicles:** Parking in front of Owner/tenant garage is permitted for twenty (20) minutes only, using flasher parking lights.
- H. **Vehicle Maintenance and repairs** are not permitted in the common areas.

- I. **Automatic fine for tow truck** - Residents are cautioned that should the patrolling security company have to tow your vehicle because you are in violation of the parking rules, you will be automatically fined. Violations of the parking rules are noted weekly on the security patrol report and forwarded to the Management Company for review. If you are noted to be in violation, a fine will be assessed to your account and reflected on your statement the following month. The assessed fine would be **in addition** to any hook-up, release, or towing fees you might also incur directly from the towing company.
- J. **Recreational Vehicle** storage lot may be used by any resident, subject to space and provisions of the Rules and Regulations. Contact the Management Company for an RV parking application. The Board does not insure personal property stored on the RV lot. The RV storage shall be used solely for the storage of recreational vehicles that have Board approval, including, without limitation, the repair, maintenance or construction of recreational vehicles.
- K. Use of the Recreational Vehicle storage and parking space common area is at the risk of the user. The Board does not provide security for said parking spaces, nor does it insure the personal property located thereon. The Board and its agents and members will not be liable for any theft, damage, or loss occurring to property in the parking spaces. **Storage gates must be locked at all times.**
- L. Assigned parking is not for commercial use.

## **VISITOR PARKING**

- 1. Visitor parking is permitted between the hours of 8:00 am and 12:00 am.  
**NO OVERNIGHT PARKING IS PERMITTED.**
- 2. The four spaces are marked on the curb "Visitor" by stencil, and signs are posted.
- 3. Homeowners are responsible for their visitor's and tenant's actions using the Visitor space, including any damage that may occur leaving oil, trash, etc.
- 4. No Homeowner/Tenant is to park in the Visitor spaces at any time.
- 5. Vendors may park in the Visitor parking if they are doing repair work at a condo property, and must display the placard of the unit they are working at.
- 6. Visitor vehicles must be in good condition, i.e. with current and legal license and registration visible.
- 7. ALL visitors using one of the four spaces must display Beacon Street placard of the unit they are visiting. **Placard should be hung from the rearview mirror and clearly visible (not behind a shade screen which is out-of-view, nor on the dashboard).**
- 8. Only one visitor space may be used per condo unit at any given time.
- 9. No homeowner may lend or give their placard to another owner/tenant for use.

10. If an Owner has any outstanding violations or is past due on fees, they forfeit using the Visitor space.
11. There is no Visitor Parking on a daily or ongoing basis.
12. Vehicle changes must be reported to Management immediately.
13. There will be a fee to replace lost placards.
14. Failure to follow any of the above rules will result in a loss of parking privileges after due process hearing, and may result in a fine and towing.

**How Homeowners Obtain a Beacon Street Condominium Owners Association Guest Parking Placard:**

The placard will have the homeowner's unit on it. There is one placard per unit. To obtain a placard, the owner must submit required information to the HOA/management. This information will include a list of **ALL** the vehicles that they park in the complex (including vehicles parked in their garage), the vehicle make, model, and license plate number. It must be stated where they park the vehicle by adding "garage" or "assigned space #\_\_\_". A placard will not be issued if this information is not provided. All information must also remain current.

**TRASH**

- A. Individual trash containers are not permitted in the common area.
- B. Trash must be deposited inside designated dumpsters.
- C. Trash is not to be thrown over the back, or side of the trash bins. Use trash bin gates. Keep gates closed at all times.
- D. Cardboard boxes, etc., must be broken down and deposited into the designated dumpster to save space.
- E. All trash and garbage must be put in recyclable plastic bags, tied and closed, in order to reduce flies, ants, roaches, mice, rats, and odor.
- F. When a particular dumpster is full, take trash to another dumpster. (There are seven [7] dumpsters located throughout the complex). Trash operators will not pick up trash when dumpster is overloaded or overweight.
- G. **Large items** - i.e. mattresses, appliances, etc., and heavy items such as rocks, cement pieces, dirt, old auto parts, furniture, construction or remodeling waste, Christmas trees, etc., must be disposed of at a local refuse facility by the resident. Fees for collection of oversized and/or overweight items will be the responsibility of the unit Owner.
- H. **Hazardous Waste** - No items considered hazardous waste, i.e., paint, oil, computer monitors, batteries, pesticides, etc., may be disposed of in the dumpsters or recycle bins. All hazardous waste must be disposed of at a local refuse facility by the resident.

- I. Please report misuse of trash containers/dumpsters/recycle bins to Property Management.

## **PETS**

- A. **All owners/tenants of pets must comply with County and City laws and regulations with respect to control and health of pets.**
- B. No animal may be kept or maintained on the property except for: one (1) large domesticated dog not weighing over thirty (30) pounds, or two (2) small domesticated dogs not weighing over thirty (30) pounds, total. Also, not more than two (2) domesticated cats weighing over thirty (30) pounds, total. Caged birds, fish, and reptiles in a household aquarium are acceptable provided that they are not kept for commercial purposes and shall not create an unreasonable annoyance or nuisance to others and are confined to the unit. No other animals are allowed without the written consent of the Board.
- C. Dogs must be controlled by a leash at all times when outside individual patios or living quarters.
- D. Cats should be indoors at all times.
- E. Animals must not be allowed to litter on the grounds of the complex. Any animal waste must be removed immediately by the pet owner in order to avoid possible fines.
- F. Animal litter boxes must be maintained within the unit, not on the patio or balcony. Litter is to be disposed of only in a **sealed container in the dumpster, not in the common area.**
- G. Pet doors leading from the unit to the common areas are not permitted, including patio and balcony areas.
- H. Owners are responsible for any and all damage to the common area (including patio and balcony area) caused by their pets.
- I. Pets are not allowed inside the fence of the pool area at any time.
- J. Pet food or water is not to be left outside of unit, including patio and balcony area, as this attracts unwanted domestic and non-domestic animals, flies, ants, and roaches.

## POOL AND JACUZZI

- A. Pool and Jacuzzi hours are from 8:00 AM to 10:30 PM daily. Please be considerate of others after 9:00 PM for residents retiring early by cutting down on noise.
- B. **No lifeguard services are provided by the Association.** Children under the age of fourteen (14) shall not use pool without a parent or adult guardian in attendance.
- C. All residents are responsible for the conduct of their guests, and must accompany them at all times. An Owner/tenant is limited to four (4) guests.
- D. All persons who swim in and use the pool and Jacuzzi do so at the own risk.
- E. **Life saving equipment is not to be played with (California State Law).**
- F. Proper swimsuit attire is required in the pool area.
- G. All incontinent persons (including babies and children) must wear plastic-type protective undergarments.
- H. Air mattresses and boogie boards are not permitted. Only small flotation devices are allowed in the pool. No flotation devices are allowed in the Jacuzzi.
- I. Rocks, keys, coins, or other foreign objects are not permitted in the pool as they get in the drains and can damage the pool equipment.
- J. Drain covers are not to be removed.
- K. No pets are allowed inside the fence area of the pool or Jacuzzi. (California State Law).
- L. Noise at the pool and Jacuzzi area is to be kept at a low level for the enjoyment and relaxation of all. Use headsets/earphones instead of amplified music. Keep voice low when using cell phone.
- M. Dangerous or destructive activity including running, diving and/or boisterous play is not permitted.
- N. Glass or breakable containers are not permitted in pool or Jacuzzi area at any time.
- O. Showers must be taken prior to entering the pool or Jacuzzi for sanitation purposes.
- P. Use of the pool and Jacuzzi is restricted to residents and their guests.
- Q. Be mindful of pool and Jacuzzi capacity regulations posted at the pool. A maximum of twelve (12) persons may be in the pool at one time, and a maximum of six (6) persons may be in the Jacuzzi at one time.
- R. Neither pool nor Jacuzzi may be reserved for private party use.
- S. Smoking is not permitted in pool or Jacuzzi area.

- T. Trash must be deposited in the proper containers.
- U. Pool furniture must not be removed from pool areas or placed in the pool or Jacuzzi.
- V. Pool area gates must be fully closed and kept latched at all times. Restroom doors must be kept locked at all times. Doors and gates may not be propped open at any time.
- W. In the event that the pool or Jacuzzi is occupied upon the arrival of pool maintenance, users may be asked to vacate the area so that servicing may be accomplished. Adjustments to the pool and Jacuzzi equipment are to be made by authorized personnel only.
- X. No barbecue equipment is allowed in the pool or Jacuzzi area.
- Y. **POOL KEYS HAVE BEEN PROVIDED TO ALL HOMEOWNERS. THERE WILL BE A CHARGE FOR REPLACEMENT.**
- Z. Pool keys **ARE NOT TO BE DUPLICATED.**
- Z1. Persons intoxicated, physically unkempt, or suffering from a contagious or infectious illness are not permitted use of the pool or Jacuzzi (California State Law).
- Z2. All pool violations are subject to fines.

**RECREATION ROOM - USE OF FACILITIES**

- A. The Recreation Room is available for use by all residents for meetings and parties.
- B. Reservations are made on a first-come, first-serve basis. Reservations are made by contacting the Management Company.

**Long-Term Reservations** will be held for sixty (60) days prior to the reserved date. A cleaning and damage deposit will be due at the time to secure the reservation date. The deposit will not be refunded if your reservations are cancelled less than thirty (30) days prior to the scheduled date and your scheduled date is not then reserved by another party.

**Short-Term Reservations** of less than sixty (60) days will require a deposit be paid when making the reservations

- C. **Deposit** will be refunded after keys are returned, and an inspection has been performed. Deposit is fully-refundable ONLY if there has been no damage, and no cleaning is required.

D. **Use is subject to the following regulations:**

Recreation room will be closed everyday from 10:30 PM to 8:00 AM.

No announcements of such meetings shall be made through the news media.

No individual or group shall engage in the use of the Recreation Room on a permanent "standing appointment" basis.

No resident may conduct an enterprise of profit using the Recreation Room or other part of the common area.

A reasonable noise level shall be maintained such that adjacent residents are not disturbed.

Other residents are allowed to use the pool and Jacuzzi area during reserved Recreational Rooms periods.

**FINE POLICY FOR VIOLATIONS OF THE CC&Rs / RULES AND REGULATIONS**

A fine may be levied by the Directors against the Owner of a unit when the occupant or guest of an occupant is found to have violated the established CC&Rs / Rules and Regulations.

When an Owner is found to be in violation, and is subject to a fine, the following steps will be followed:

1. The Owner of the unit will be notified in writing of the specific infraction and shall have ten (10) days from the due date of the Notice in which to correct the violation.
2. If the violation is not corrected within the ten (10) day period, a fine will be imposed in the amount of \$100. For the second, third and fourth infraction, an additional \$50 fine will be imposed for each Notice sent for the same violation (e.g. \$100, \$150, \$200, etc.)

Illegal activities include any activities deemed illegal by the Federal, State, or local governing authorities. A fine will be imposed in the amount of \$200 after the first notice. Each additional notice sent thereafter will impose an additional \$100 fine for the same violation.

3. If said fine is levied against an Owner, such Owner shall be given the opportunity to defend himself/herself at a hearing of the Board of Directors. Original written violation will give Owner notification of scheduled hearing date, or if unable to attend, Owner will be given the opportunity to respond to violation in writing. The hearing shall be conducted by the Board, whose decisions shall be binding and final. Fines shall be payable in conduction with, and in addition to, the monthly Homeowners Fee falling due after the imposition of the fine. Health and safety violations will be subject to a higher fine.

4. In the event the violation is not resolved within ninety (90) days, the Board shall take further disciplinary action, which may include automatic monthly fines for repeated violations.
5. See Pages 8 and 9 for "Parking" rules.

The levy of said assessment shall be in addition to any other legal remedy or remedies available to the Association to enforce of its Governing Documents.

## **INSURANCE**

### **Homeowners Insurance Policies and/or Beacon Street Homeowners Association Master Insurance Policy**

Homeowners Insurance is encouraged, in order to cover the contents of their home, their real and personal property, or liability that may arrive from accident expenses under their policy. All Homeowners are encouraged to purchase a Homeowners Interior and Liability Insurance Policy.

Beacon Street Homeowners Association Master Insurance Policy covers the building and common grounds. This policy does not cover the homeowner's interior for loss. What you can move out of your unit and what you put on your floors and walls is not covered by the Beacon Street Homeowners Association Master Policy.

### **BEACON STREET CONDOMINIUM OWNER'S ASSOCIATION SATELLITE DISH CRITERIA - MARCH 2017**

**AN ARCHITECTURAL REQUEST FORM MUST BE SUBMITTED AND APPROVED PRIOR TO A SATELLITE DISH INSTALLATION. YOU MAY OBTAIN A REQUEST BY CALLING THE MANAGEMENT OFFICE.**

Satellite dishes may be installed in the unit or restricted common areas, e.g., patio balcony or garages.

The satellite dish must be less than 39 inches in diameter.

The satellite dish may be mounted on a pole, but the total height of the pole plus the satellite dish must not exceed 13 feet, and must not be attached to an Association property. The satellite dish may be installed in a balcony or yard area without a pole, provided the installation is unobtrusive, and the restricted common area is restored to its original condition when the dish is removed. Restoration upon removal is the sole responsibility of the homeowner.

At no time is anyone permitted to walk on roofs to install or assist in the installation of satellite dishes.

Cables going to or from the satellite dish must be approved PRIOR to installation if they are to run on the outside of the building, and under no circumstances are they permitted to run across the roofs.

It is the Owner's responsibility to ensure, while meeting these rules, that the dish can clearly receive the satellite.

**BEACON STREET CONDOMINIUM OWNERS ASSOCIATION**  
**REGISTRATION AND CHANGE FORM**

**I, the undersigned owner of Unit #\_\_\_\_\_ at \_\_\_\_\_ Granite Hills Drive, hereby declare that only the following persons occupy these premises:**

NAMES (First, initial, last)	HOME PHONE/ WORK PHONE	CELL PHONE	RELATIONSHIP TO OWNER (Tenant/Guest/Relative)

**LIST ANY PETS:**

TYPE OF PET	BREED	COLOR	WEIGHT	LICENSE #

**LIST ALL VEHICLES TO BE PARKED ON PREMISES (CAR, TRUCK, MOTORCYCLES):**

VEHICLE TYPE	YEAR	MAKE/MODEL	COLOR	STATE	LICENSE PLATE #	PARKING SPACE

**OFF-SITE OWNERS MUST LIST THEIR CURRENT ADDRESS AND PHONE NUMBER:**

Homeowner's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email address (please print) : \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE COMPLETE AND MAIL TO:**

PERNICANO REALTY & MANAGEMENT COMPANY, 2851 CAMINO DEL RIO SOUTH,  
 SUITE 230, SAN DIEGO, CA 92108

OFFICE (619) 543-9400 FAX: (619) 543-9625

## Application for Architectural Improvements

Return form to: The Beacon Street Condominium Association  
c/o Pernicano Realty & Management  
2851 Camino Del Rio South, Suite 230  
San Diego, CA 92018  
Office: (619) 543-9400 Fax: (619) 543-9625

Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Description of Proposed Improvements (**ATTACH PLANS, PICTURES, AND PRODUCT INFORMATION**):

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I understand that my proposed improvements may require a permit from the City/County Building Department or other government agencies and I will obtain all required permits before commencing any work. I agree I will not do work that will change the existing drainage patters. I am aware that any changes may result in substantial damage to adjacent properties.

I will assume the responsibility for any work under the above proposed improvements that my contractor or I complete which may, in the future, adversely affect adjacent properties. I will assume responsibility for all future maintenance of the addition or improvement.

Owner's Signature: \_\_\_\_\_

The adjacent OWNERS have reviewed the proposed improvements. We understand the neighbor objections do not in themselves cause denial. The Architectural Committee may contact neighbors to consider their objections, if necessary.

(Signature)	Print Name: _____
(Signature)	Property Address: _____
(Signature)	Print Name: _____
(Signature)	Property Address: _____

For Office Use Only

Date Received: \_\_\_\_\_ Submitted to Committee on: \_\_\_\_\_  
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Conditional Approval: \_\_\_\_\_  
Decision Letter Sent: \_\_\_\_\_  
Comments: \_\_\_\_\_

# VISITOR PARKING

