

Lake Forest Glen

Homeowner Handbook

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INTRODUCTION

This handbook is to answer questions frequently asked by Lake Forest Glen Homeowners.

Lake Forest Glen is recognized under State law as a "Townhouse" (planned development) Complex. Construction was begun in 1970 and completed by 1972 by McCuen, a Sacramento-based contractor. The Association was formed in 1976 when the owner sold the remaining units at a public auction.

The primary means by which your rights and obligations as a homeowner are determined and enforced are the "Fourth Amended and Restated by-laws of Lake Forest Glen Unit #1 Homeowners Association" (known as the "By-laws") recorded on Dec. 5, 2023 the Fourth Restated Declaration of Covenants, Conditions and Restrictions of Lake Forest Glen Unit #1" (known as the "CC&Rs") recorded on Jan. 22, 2024 and the "Certificate of Amended and Restated Articles of Incorporation of Lake Forest Glen Unit #1 Homeowners Association" recorded on April 20, 1989. The by-laws and CC&Rs are filed in the Office of the Placer County Recorder in Auburn, California, and the Articles of Incorporation are filed in the Office of the Secretary of State in Sacramento, California.

Copies of these documents may be obtained from the Association Office or are found here [on the website](#).

HOW IS LAKE FOREST GLEN GOVERNED AND MANAGED?

A nine-member Board of Directors elected by the membership to three year overlapping terms governs the Association. The President, Vice-President, Secretary, and Treasurer are elected from and by the existing Board. Vacancies due to resignation or death are filled by appointment from the remaining Board members.

Currently, the Board meets on a Saturday each month, if necessary, at the Association Office in Tahoe City. Meetings begin at 8:30 a.m. and are usually over by noon. You are cordially invited to attend. A portion of each meeting is set aside for a Homeowner's Forum where members may question the Board, express their concerns, or make suggestions on ways to improve or streamline the operation. Minutes of meetings are available to all Homeowners upon request. Please contact the Association Office to confirm the time and place of the monthly meetings or are [listed on the website](#).

An Annual Meeting of the Homeowners is held on the second Saturday in October to elect three members to the Board, present the budget for the coming year, and vote on measures requiring the vote of the membership. It is vital for the welfare of the Lake Forest Glen community and your interest as a property owner that you attend this meeting. There is a picnic following the Annual Meeting which is an opportune time to become acquainted with your Board members and fellow Homeowners.

The Board of Directors is solely responsible for overall policy and direction of Lake Forest Glen. The Association Manager is employed as the working agent of the Association in control of daily operations. Problems or concerns affecting your unit or common area may be addressed to the

Association Office for disposition. Please be advised the Association Manager or other employees may not make exceptions to Board policy.

The Association needs your active participation. The following is a quote from the statement, which the State of California now requires to be provided to purchasers in a common interest development: The purchaser of an interest in a common interest development should contemplate active participation in the affairs of the Association. He or she should be willing to serve on the Board of Directors or on committees created by the Board. In short, "they" in a common interest development is "you". Unless appointed by the Board, your control of the operation of the common areas and facilities is limited to your vote as a Member of the Association. There are actions that can be taken by the governing body without a vote of the Members of the Association, which can have a significant impact upon the quality of life for Association members.

If you have any concern about the way things are being done at Lake Forest Glen or have any ideas as to how they could be done better, get involved!

WHAT DO I NEED TO KNOW ABOUT RENTALS?

The Association DOES NOT provide a rental program for vacation rentals or residential rentals. Homeowners may handle rentals themselves or engage the service of a property manager. **The homeowner of the unit is solely responsible to the Association for violations of the CC&Rs, Rules & Regulations, Snow Removal Procedures, etc., by anyone visiting or residing in the unit.** ([Appendix A](#), [Appendix B](#), [Appendix C](#) provide additional information)

CAN I ALTER THE OUTSIDE OF MY UNIT?

In order to maintain the uniform quality and appearance of our community, no exterior structural modifications or alterations are permitted without prior written approval of the Architectural Review Committee. This includes, but is not limited to, siding, windows, window coverings, doors (including screen doors), decks, gates, fences, front storage lockers and electrical outlets. (See Appendices D, I) Requests for modifications, alterations, or any work involving the exterior of a unit must be submitted to the Committee and must be signed by the owner of record and include detailed drawings. The application should indicate if the requested modifications or alterations are to facilitate access for handicapped or disabled persons. Please request the architectural form from the HOA office or on the website at lfghoa.com.

If the Committee approves the request, the applicant must sign a standard waiver and indemnification form prior to proceeding with the modification or alteration. All associated costs, including any permits required by the County of Placer, will be at the applicant's expense.

CAN I USE THE COMMON AREA GROUNDS IN FRONT OF MY UNIT?

You may plant in the ground area in front of your unit. However, you must request this in writing, and the plants you wish to put in the ground must be approved by the Association Manager. You are responsible for the maintenance of the planted area. (See [Appendix E](#) - Lake Forest Glen Common Area Standards)

MAY I HAVE A SIGN?

The CC&Rs allow one standard "for sale" or "for rent" sign to be posted on the unit which is for sale or rent and/or a home indemnification sign which has been approved by the Board or a committee of the Board. No other signs are allowed.

WHAT IF I WANT TO CHANGE THE INTERIOR?

The building in which your unit is located is the property of Lake Forest Glen Homeowners Association. Exterior maintenance, with some exceptions such as decks, water bibs, exterior light fixtures, front and rear doors and windows, is the responsibility of the Association. You own the lot directly underneath your unit and all that is visible to the eye inside your unit. The interior includes, but is not limited to, fixtures, counters, fireplaces, stairways, doors and windows. You are required to maintain and repair the fireplace system including the firebox, flue, pipes, cap, and flashings at the top. ([See Appendix H](#))

Alterations to the interior that affect the existing framing structure must be cleared with the Association. **The Homeowner, as required, must obtain the appropriate Placer County Building permits and engineering as needed.**

WHAT ARE MY INTERIOR MAINTENANCE RESPONSIBILITIES?

Unless they have been changed by you or a previous owner, several interior conditions which have begun to manifest themselves are deterioration of the "stop and drain" valves under units, "splitter valves" in shower/tub stalls and "setting rings" of hot and cold shower valves, toilets, and all angle stops (supply line valves) under sinks and toilets. These conditions, and other more obvious problems such as tile, linoleum, and carpet, are primarily due to age deterioration and normal wear and tear and are not the responsibility of LFGHOA.

Repairs to installed appliances, including the furnace and hot water heater, or problems involving plumbing or electric fixtures are the responsibility of the unit owner. Sierra Pacific Power and Southwest Gas may provide assistance with hot water heater or furnace problems. We encourage homeowners to call Southwest Gas to have this free inspection performed at least annually. ([See Appendix I](#))

To facilitate access to your unit for repairs, deliveries, and emergencies, you should provide the Association Office with an extra set of keys to your unit that they will give out at your direction, or you may ask the office to give out the keys they maintain for emergency access to your unit. In either event, the Association will not be responsible for keys that are not returned by vendors, and keys will not be given to renters who have been locked out.

For a more complete list of Association and Owner Maintenance Responsibilities refer to the [Fourth Amended and Restated CC&R's](#), Article VI "ASSOCIATION AND OWNER MAINTENANCE RESPONSIBILITIES"

HOW ABOUT LANDSCAPING?

The common area landscaping is maintained by the Association so as to present a uniform and pleasing appearance. Not all LFG property is intensively gardened as the perimeters have been left in a natural state to preserve the native environment. Planting of the area immediately in front of a unit or between the rear privacy fences by the owner may be allowed provided written permission is obtained from the Association Office. Plants must be approved by the Association Manager. (See [Appendix E](#))

Watering of lawns is controlled by a master sprinkler system. Please report broken sprinklers or instances of water sprayed on decks or siding to the Association Office. Landscape maintenance has been scheduled so each area is attended at least twice each month. Contact the Association Office to make special requests or learn when the crew will be working in your area. Workers may only take direction from the management.

Please utilize the footpaths and roadways to avoid damaging the landscaped areas. Bicycles may not be ridden on lawns. Do not allow children to climb trees or play in the planted areas. Enjoy the lawns but be careful not to throw balls or Frisbees in the areas adjacent to units where windows may be broken. (See [Appendix A](#))

DO WE HAVE A MAINTENANCE POLICY?

Maintenance problems are usually minor for several years after the original construction of a common interest development. Wooden structures have a limited life span and, as the buildings age, roofs, siding, porches, and trim around doors and windows will have to be replaced; streets and tennis/pickleball courts resurfaced; water and sewage systems repaired or replaced as needed. Tahoe weather, with its low humidity, high altitude sun and alternating cycles of freezing snow and ice, is damaging to exposed wood, surfaced areas and landscaping in general.

In 1985 the State legislature, recognizing the need to prescribe the basic maintenance responsibilities of associations, adopted the Davis/Stirling Common Interest Development Act. This law covers many aspects of community living, among which is that an association must identify and establish the estimated remaining life of the major components and fund sufficient reserves to repair and/or replace same. The Board of Directors is responsible for establishing monthly dues that pay current expenses and set aside monies for these reserve funds.

Each month a portion of your Homeowner Association Dues is deposited into an insured investment plan currently with Edward Jones. Funds will be used for the scheduled repair and/or replacement of common area items such as roofing, roads, pools, tennis/pickleball courts, exterior painting, etc.

An important caveat exists with respect to LFGHOA's maintenance obligations. Section 1346 (b) (2) of the Civil Code, as amended in 1987, provides that each individual unit owner of a planned unit development is responsible for such "repair and maintenance...as may be occasioned by the presence of wood-destroying pests or organisms", unless the CC&Rs otherwise provide or unless the majority of the members delegate such responsibility to the Association. The quoted language entitles, and may indeed require, LFGHOA to look to the unit owner for that part of the cost of any maintenance project on the unit attributable to such causes. (See [Appendix H](#)) See

[Fourth Amended and Restated CC&R's](#), Article VI, 6.07 Eradication and Treatment of Wood Destroying Pests.

Homeowners can help reduce the cost of maintaining structures in two ways:

1. Not to allow internal problems to become external problems. For example, plumbing problems, for which the Homeowner is responsible, are an internal problem, but, if allowed to continue, can cause damage to components for which the Association is ordinarily responsible. Owners may be held financially liable for such damage. Each Homeowner should carry a condominium insurance policy that has significant structural and personal property coverage. This is not to be confused with the Association's master insurance policy.
2. Reporting to the Association Office any noticed damage or deterioration of facilities so they may be repaired before a minor problem becomes a major one.

HOW CAN I BE A GOOD NEIGHBOR?

Follow the provisions in the CC&Rs and apply the Golden Rule: "Do unto others as you would wish others to do unto you". Be the kind of neighbor you would like to have as your neighbor. The CC&Rs state that "no noxious or offensive activity shall be carried on... nor shall anything be done... which may cause unreasonable embarrassment, disturbance or annoyance to other owners in the enjoyment of their property or in their enjoyment of common areas." (See [Appendix A](#))

Commercial Activities:

LFG is a residential community, and no commercial activities are permitted with the exception of a professional or administrative occupation conducted "without any external evidence thereof."

Open Storage:

Common areas, including decks, are not to be used for storage of trash, lumber, tires, appliances, excess furniture, or other materials. Firewood may be neatly stacked on the deck so long as it is not in contact with the house wall. Common Area Standards are provided here (See [Appendix E](#)) or can be picked up at the HOA office.

Roads:

LFG is private property, and the roads are intended for use by residents, guests, employees, and persons providing a service to the Association or individual units. Roads must be kept clear to provide access for personal and emergency vehicles. A speed limit of 10mph is posted and all vehicles are required to yield the right of way to children, pedestrians, and bicycles.

Snow Removal:

Procedures have been established for clearing of roads, courtyards, and parking lots whenever there is snow on the asphalt. Cars may not be left unattended in front of units and those hindering snow removal may be towed and a fine issued to the unit owner. See snow removal procedures attached ([Appendix C](#)) for more details.

Pets:

- Unit owners and Long-Term Renters (greater than 30 days) are allowed 2 pets maximum in their unit at Lake Forest Glen.
- Effective April 2023, short term renters (30 days or less) are NOT Allowed to have pets.

It is forbidden for an owner, renter, or guest to allow a dog to be in the common areas with no responsible person in control. While in the common areas, all dogs MUST be on a leash AND attended to by and under the control of a responsible person, NOT one or the other.

Uncontrolled dogs will not be tolerated and may be impounded by Placer County Animal Shelter (telephone: (530) 546-4269) at the owner's expense. Prompt cleanup of feces deposited by pets is required. Dog waste bag stations are throughout the complex.

Rules & Regulations:

Attached ([Appendix A](#)) are the Rules & Regulations for Lake Forest Glen. Please read carefully. Failure to comply with these Rules & Regulations at all times will result in a monetary penalty.

DO I NEED INSURANCE?

Yes, it is very important that you carry a Condominium Owners Insurance policy. Further details, reference this [document](#).

The Association provides liability insurance for the common areas and replacement cost coverage for all structures including roofs, porches, fences, and exterior walls. For details on what insurance the HOA carries, details may be found [here](#). The Association DOES NOT maintain flood or earthquake insurance, or coverage provided for personal possessions located inside the unit, including but not limited to furniture, cabinets, appliances, clothing, decorative items, floor coverings, wall coverings, or window(s) broken by projectiles such as rocks, snowballs, or ice.

Association liability insurance **DOES NOT** provide coverage for your personal liability inside a unit or on a deck. Your liability insurance should protect you, your property and everyone else while in your unit, on the deck, walking in and out of the unit and parking in the assigned areas in front of your unit, including damage or injury caused by snow and ice falling off the roof. While the Association is responsible for the buildings and the common area, it is not responsible for damage or injury caused by "Acts of God".

September 13, 2010:

The LFGHOA Board of Directors and the Association's attorney reviewed the insurance requirements for the Association and each homeowner.

The Association carries insurance for the entire complex, essentially what is considered the common area. However, each homeowner is also required to carry insurance for the interior of their unit. This interior (building) coverage must cover all items from the drywall finish (such as paint) in. The association policy covers from the drywall out.

You MUST carry a condo owner's policy that covers:

1. Liability
2. Contents coverage

3. Building coverage

The building coverage is often overlooked, under-insured, or absent in some of your existing policies. This is coverage for damage to the building components of your interior such as walls, flooring, ceilings, cabinets, your deck, and possibly the master policy deductible of \$50,000 if necessary.

Each owner is responsible for the plumbing, electrical, heating, appliances and fireplace systems in their unit. Damage because of these (such as a busted pipe resulting in water damage) is your responsibility, which can only be covered with this building coverage in a condo policy.

At some time, the Board of Directors may require the Association Manager to be notified by the unit owner's insurance policy carrier if the policy lapses. Call your insurance agent immediately to make sure you have condo owners' insurance with the building coverage and the appropriate limits. Have your agent contact the HOA office with any questions.

Please contact the LFG HOA office with any questions regarding insurance requirements.

PARTIES, SWIMMING TENNIS-OR PICKLEBALL ANYONE?

The recreational facilities of Lake Forest Glen are for the exclusive use of current residents and guests. The pools, Jacuzzi, sauna, tennis and pickleball courts are locked with access permitted only by authorized card holders. Please refer unknown persons who claim they forgot or misplaced their key to the office where "loaner keys" are available with proper identification and a deposit. Lost or found cards should be returned to the Association office.

Glass or breakable containers are never allowed at the pools or on the tennis/pickleball courts. Tennis/pickleball courts are for playing tennis or pickleball only, and everyone in the courts must wear tennis shoes. The gazebo area is for your use for parties or picnics so long as you do not disturb or intrude upon the adjacent units and leave the area free of garbage or other debris. Please call HOA office to reserve a time period you want to use the gazebo.

If you notice a disturbance or after hours use at the pools or tennis/pickleball courts, please call the Sheriff's Department at (530) 581-6300 or if there is an **emergency dial 9-1-1**.

Non-emergency problems may be reported to the Association office at (530) 583-2307 Monday through Friday, 9:00AM – 4:00PM. If the office is closed, the answering service will take your call. After 7:30 PM call our nighttime security service, High Sierra Patrol at (775) 887-3642. High Sierra Patrol services Lake Forest Glen from 7:30 PM to 4:30AM daily. (See [Appendix G](#))

WHAT HAPPENS WHEN I SELL MY UNIT?

When you sell a home in a development such as Lake Forest Glen, escrow may require that you must provide the following documents to the prospective buyer:

1. A copy of the CC&Rs and any other governing documents.

2. The Association's most recent financial statement.

3. A statement in writing from an authorized representative of the Association as to the amount of any assessments levied upon the owner's interest which are unpaid in the date of the statement, and the additional sums which are or may be made a lien on the owner's interest. The seller will be assessed \$100 for each recreational facilities key not returned to the Lake Forest Glen office prior to the close of escrow.

The seller of any home is required by law to disclose to the buyer conditions that affect the value and desirability of the unit. An inspection of the home may reveal conditions for which you are responsible (unit out of compliance), or for which the Association is responsible, or which will have to be shared in some proportion by you and the Association.

Whether these conditions will be corrected prior to transfer of title, and at whose expense, is generally a matter of negotiation between seller and buyer. Correction of conditions for which the Association is responsible will be done as quickly as possible with every effort to complete the work prior to the close of escrow.

Damage caused by wood destroying pests or organisms is the responsibility of the unit owner according to Section 1346(b) 2 of the Civil Code – [CC&R's Article VI, 6.07](#).

Prior to the close of escrow, the Association will require delinquent accounts be paid in full, transfer fees paid to the Association office and, the recreational cards returned or paid for at \$100 per card, the storage locker cleaned out or payment to the Association office to do this, and all common area and architectural violations assessed to the unit corrected or fines paid in full to the Association. Please call or come by the Association office if we can help in any way.

Appendix A: RULES AND REGULATIONS

The following are set forth to promote the peace and harmony of Lake Forest Glen (LFG), a residential community, and to maintain its appearance and value. Any use of LFG property is for current occupants only. Any violation of the policies and procedures of LFG may result in loss of privileges, fines and or towing of vehicles. Please refer to the Vehicle Parking Policy for detailed information regarding parking limitations.

- No more than three total vehicles (cars, trucks and motorcycles) per unit allowed anywhere on site overnight. Vehicles must be parked either between the lines corresponding to your unit or at one of the two overflow lots (see map for overflow lot locations).
- Additional overnight vehicles above the three allowed will be subject to a \$100 charge per day per vehicle.
- All motor homes campers and trailers must have prior approval, cannot exceed 25 feet from tongue to bumper, and can only be parked in the designated lot. You must register with the HOA office upon arrival.
- All vehicles entering premises are subject to the speed limit of 10 mph, proper use of stop signs, parking regulations and snow removal procedures. All must be operable and with current DMV registration. Vehicles leaking fluids, unpainted or with excessive body damage are not allowed.
- No vehicle repairs allowed to be conducted on site.

PARKING IN FRONT OF EACH UNIT

Resident and guest vehicles must park between the lines in front of their unit, on the asphalt only, not in the landscape. Two (2) or three (3) cars may fit in front; additional guest vehicles (not staying overnight) must park at one of the two overflow lots never in front of another's unit this assigned parking is enforced. Maximum of four hours for loading or unloading of boats or RVs are allowed in front of the unit.

BOAT, RV and TRAILER PARKING AT NORTHEAST OVERFLOW LOT

Due to limited space, motorhomes, campers and trailers must have prior approval from the association and cannot exceed 25 feet (from tongue to bumper). Only one piece of equipment per unit allowed at any time for current residents only and it must be taken with you when you leave. All types of recreational items must be parked at the large overflow lot in the designated area approval and duration is based on availability. Storage of any duration is not allowed.

Seasonal limitations: only summer recreational items may be parked in this overflow lot from May 1st through October 15th. No winter type craft such as snowmobiles or trailers associated with winter craft allowed from May 1st through October 15th. Snowmobiles on trailers only are allowed in the overflow lot October 16th through April 30th.

COMMERCIAL VEHICLE POLICY

No commercial vehicles or equipment allowed at LFG when not performing a service for a specific unit period to be on site after service, commercial vehicles must have approval from the management to avoid towing commercial vehicles must park at the overflow lot when not in use. This includes overnight parking. A commercial vehicle or equipment is defined as: vehicles having an axle load rating greater than 3/4 ton, used primarily for hire, compensation or profit and having supplies or equipment upon them. In addition, "on call" or delivery type vehicles (such as delivery vans, buses, taxis, tow trucks, etc.), pickups with utility bodies and non-recreational or vacation trailers are all considered commercial.

SNOW REMOVAL

Whenever it snows be prepared to move your vehicles to allow for snow removal. Leave unattended vehicles in overflow lots. Do not leave a vehicle in front of your unit without someone available in the unit with a key. **Not moving a car during snow removal is an immediate fine, no warning.**

TOWING VEHICLES

Vehicles illegally parked, inoperable, unregistered, stored at overflow lot without permission or hindering snow removal are subject to towing.

USE OF FACILITIES

- Use of recreational facilities roads and pathways is at the risk of the user
- Parties are restricted to the confines of unit or gazebo area. Outside parties at the gazebo area must be scheduled with Management.
- No glass containers in or around pool areas or on the tennis and pickleball courts.
- Pools and courts are locked. Access permitted to authorize card holders and not available to the public. Cardholders must present identifying cards upon request. All signage must be obeyed.
- Any additional cost to the association for repairs needed, replacement of items damaged, or additional services required (e.g.: additional snow removal costs when vehicle was not moved) may be assessed to the violator of said infraction

SWIMMING POOLS

Open Memorial Day to Labor Day or later, conditions permitting.

- Family pool 9:00 AM to 9:00 PM. Please note, no lifeguard on duty.
- Quiet pool 9:00 AM to 9:00 PM. Please note, no lifeguard on duty. Spa and sauna open year-round 9:00 AM to 9:00 PM. The sauna is a dry sauna.

GAZEBO, TENNIS AND PICKLEBALL COURTS

Courts are for tennis and pickleball only; No dogs, bicycles, skateboards, playing or other ball games.

- Reserved for singles or doubles play by authorized keyholders for recreational use only. No business use allowed.
- Tennis shoes must be worn. (no bare feet or non-athletic shoes)
- To reserve the gazebo or any of the courts you must contact the HOA office. Court reservations are limited to two hours when others are waiting.

NOISE CURFEW

Please enjoy your stay at LFG quietly at all times.

- Party curfew: daily 10:00 PM through 8:00 AM
- Construction Monday through Friday 8:00 AM to 6:00 PM; Saturday and Sunday 9:00 AM to 5:00 PM. Disturbing the peace or breaking curfew is an immediate fine, no warning.
- Modified exhaust systems, lack of mufflers, loud music and use of sirens or spotlights are prohibited (except by emergency vehicles).

PETS

- Unit owners and Long-Term Renters (greater than 30 days) are allowed 2 pets maximum in their unit at Lake Forest Glen.
- Effective April 2023, short term renters (30 days or less) are NOT Allowed to have pets.
- Unattended dogs MUST be confined within the owner's unit or on the rear deck only.
- While in the common areas, all dogs MUST be on a leash AND attended to by and under the control of a responsible person, NOT one or the other.
- All dog solid waste must be picked up **immediately** and disposed of properly. Use the provided dog bag stations. The dog's owner (i.e., owner, renter or guest) is responsible for their respective dogs' actions. Pets are not allowed inside pool areas or on the tennis and pickleball courts.
- It is forbidden for an owner, renter, or guest to allow a dog to be in the common areas with no responsible person in control. Uncontrolled dogs will not be tolerated and may be impounded by Placer County Animal Shelter (telephone: (530) 546-4269) at the owner's expense.

DUMPSTERS

The dumpsters are for disposal of household garbage only. The dumpsters are locked each night at 8:00 PM and unlocked each morning at 8:30 AM to deter bears. If the dumpsters are locked or full **DO NOT LEAVE YOUR TRASH OUTSIDE THE DUMPSTER.** Arrangements may

be made for the disposal of some types of furniture appliances and construction materials for a nominal charge. Trash pickup is on Friday and cardboard pickup is Thursday. Please call the association office for assistance with your disposal needs.

HAZARDOUS MATERIALS

Paint, cleaning solvents etc. must NOT be disposed of in dumpsters, sewers or drains.

LANDSCAPING AND GROUNDS

- Common areas outside foundation walls and decks must be kept clear of debris or stored items impairing the visual quality of the area. Common area standards are available at the association office.
- Only outdoor furniture, gas barbecues, firewood, potted plants, children's toys, kayaks, and bicycles are allowed on decks. **NO CHARCOAL BARBECUES OR PROPANE HEATERS ALLOWED BY FIRE DEPARTMENT.** All other items must be stored in the approved storage container. No recreational vehicles.
- Management is responsible for setting appearance and standards landscape and pruning requests must be made to the office. Use of footpaths, roads and lawns may not damage the landscape.
- Planting shrubs or trees is prohibited. Please see Landscape Guidelines for approved plantings.

INFRACTION NOTICES AND MONETARY PENALTIES FINES

- Infractions by owner, tenant or guest will result in a warning notice or an immediate monetary penalty starting at \$100.00
- Homeowners may dispute any fines before the board of directors, in person or via certified mail; at the regular scheduled meeting immediately following the date of infraction.
- Fines are due and payable upon receipt. Any fine unpaid fifteen (15) days following the regularly scheduled board meeting will be posted to the homeowner's account.

EXTERIOR IMPROVEMENTS

Lake Forest Glen has strict architectural guidelines. These are available in the Association office. The guidelines are enforced to maintain the aesthetics of the Glen. Any deviation without written authorization by the Association will be subject to fines. **THE ATTACHMENT OF ANY UTILITY WIRING TO THE EXTERIOR OF THE BUILDINGS (INCLUDING THE FRONT DOORS AND WINDOWS) IS PROHIBITED.**

MANAGEMENT

Management is responsible for the equitable and uniform enforcement of the rules and regulations, CC&R's and Association policies and procedures. Exceptions may be made only by the Association Board of Directors. Owners are solely responsible for correcting violations and payment of monetary penalties.

IMPORTANT PHONE NUMBERS

Short Term Rental Code Enforcement (Hot Line) 530-448-8003

Sheriff: 530-581-6300

Fire Department: 530-583-6913

Security Dispatch: (7:30PM – 4:30AM): 530-541-1502 or 775-887-3642

Gas Company: 800-782-2506

Electricity: 800-782-2506

Spectrum Cable: 855-326-5115.

LFGHOA Office: 530-583-2307 (available 9 am – 4 pm, Monday – Friday) After hours message service is available.

Appendix B: RULES POLICY & ENFORCEMENT PROCEDURES

Because Lake Forest Glen is a desirable place to live and members of the Lake Forest Glen Homeowners Association wish to maintain and enhance that quality of living, the Board of Directors has adopted a set of Rules & Regulations.

It is association policy to solicit voluntary compliance with these rules and regulations before the imposition of monetary penalties herein after called penalties the board of directors, under the association's governing documents, has the authority to enforce compliance of the rules by imposing penalties and or liens against the unit owner responsible for infractions.

The Management, under direction of the Board, administers and oversees compliance with the rules on a day-to-day basis. All residents and their guests as well as visitors of Lake Forest Glen, of whatever duration are subject to the rules and regulations and enforcement of same.

Guests may be invited friends while visitors may not have been personally invited over.

ENFORCEMENT PROCEDURES

It is the intention of the board to provide the rules and regulations as a guideline for community living at Lake Forest Glen to all homeowners and their tenants and visitors having business with either the association or individual homeowners. Copies are sent to all known real estate agencies handling rental properties at Lake Forest Glen.

Homeowners receive a copy upon purchase of their unit along with the bylaws and CC&R's (Covenants, Conditions and Restrictions). The CC&Rs are available online (add link) or if needed, additional copies will be provided on request and/or are sent with mailings of newsletters and other notices from time to time.

In most situations, verbal and/or one written warning requests for compliance are given for infractions of the rules and regulations. Some infractions are an immediate fine and may include but is not limited to towing, police enforcement or animal control enforcement.

Infractions by the unit owner(s), tenants guest(s) or visitor(s) will result in an issuance of a Notice of Intent to Impose Monetary Penalty listing the nature of the infraction. **Unit owner is solely responsible for correcting violations and payment of penalties resulting from actions of owners, guests and/or tenants renting the unit.** The Notice will include a date for a hearing before the board or a committee of the board if the unit owner fails to appear or respond by certified mail prior to the hearing date, the penalty will be imposed and is due fifteen (15) days following the hearing date.

MONETARY PENALTY SCHEDULE

In the case of an infraction of the rules and regulations by either the unit owner or a tenant, the unit owner is issued a notice of intent to impose Monetary Penalty (herein referred to as "penalty") spelling out the nature of the infraction. The Notice will also schedule a hearing before the board or a committee of the Board to hear protests or extenuating circumstances. If owner fails to show or respond the penalty becomes due and payable fifteen (15) days after the scheduled hearing date unpaid fines will result in late fees and interest plus suspension of recreational facilities, disenfranchisement of the right to vote and or judicial action. The remedies stated above are not inclusive and the Association retains the right to take whatever action which is legally permissible to enforce payment of the fine or correction of the infraction.

Infractions include but are not limited to the following categories. Note: does not preclude other enforcement actions such as vehicle towing, police or animal control enforcement, etc.

1. Non-recurring Nuisance and Infractions (not immediately threatening to health, life or property): examples include, but not limited to: noisy party, parking in front of another unit, allowing pet to commit waste in the common area one time, etcetera.
2. Recurring Nuisance Infraction (not immediately threatening to health, life or property): examples include, but not limited to: barking dog, nonconforming window coverings, operating a beauty parlor out of a unit, failure to keep deck free of debris, etc.
3. Non-recurring nuisance health/life/property threatening infraction: examples include, but not limited to: flooding from faulty fixture, parking in front of fire hydrant, bringing glass container inside pool area, etcetera.
4. Recurring Nuisance health/life/property Threatening Infractions examples include but not limited to: storing toxic or flammable liquids on your deck, routinely allowing a dangerous pet biting dog for example to walk in the common area, failure to maintain exclusive use common area deck in non-hazardous manner, etcetera
5. Fine amount will be \$100.00 to \$ 200.00 depending on the infraction.
6. **Multiple offenses: second time double the above third time or more- triple the fine amounts.**

LAKE FOREST GLEN INFRACTION CODES AND FINES

1000	Vehicle Violations	Fine
1001	Parking in front of another unit	\$200.00
1002	Parking/Driving off the asphalt	\$200.00
1003	Hindering snow/removal/Vehicle not moved	\$200.00
1004	Inoperable vehicle/Expired registration/exceeding 25 feet in length	\$200.00
1005	Commercial vehicle/equipment on site	\$200.00
1006	Speeding, over 10 mph, within Lake Forest Glen	\$200.00
1007	More than 3 vehicles on site (without approval from Board) for one unit	\$200.00
1008	Vehicle fluids damaging LFG property	\$200.00
1009	Vehicle repairs in front of unit	\$200.00
1010	Parking in front of fire hydrant, Parking on street or in fire lane	\$200.00
1011	Parking trailer more than one week at overflow lot without approval from Board	\$200.00
1012	Boat and or trailer parking incorrect	\$200.00

2000	Building Violations	Fine
2001	Rear Deck with unacceptable items on it	\$100.00
2002	Front door or window with items attached to surface	\$100.00
2003	Structural or Mechanical damage	\$100.00
2004	Common Area Violation	\$100.00
2005	Unapproved architectural exterior changes	\$100.00
2006	Architectural Violation	\$100.00

3000	Common Area Violations	Fine
3001	Persons damaging landscape	\$100.00
3002	Disturbing the peace-noise curfew violation	\$100.00
3003	All dog solid waste must be picked up and disposed of properly	\$100.00
3004	All dogs must be on a leash and under the control of a responsible person while in common areas	\$100.00
3005	Excess of two animals with owner or renter	\$100.00
3006	Dog tethered without the owner or renter	\$100.00
3007	Unapproved items placed in the common area	\$100.00
3008	Holiday decorations not removed when requested	\$100.00
3009	Unapproved Flag on the exterior of a unit	\$100.00
3010	CC&R and or By Law Violation	\$100.00

4000	Pool, Tennis and Pickle Ball Area Violations	Fine
4001	Improper use of the facilities / not obeying the signage	\$100.00
4002	Trespassing after 9:30 p.m.	\$100.00
4003	Using the facilities without a key - trespassing - unauthorized use of a key	\$100.00
4004	Vandalism	\$100.00

Multiple offenses: 2nd time-double the above, 3rd time or more triple the fine amounts.

Any additional cost to the Association for repairs needed, replacement of items damaged, or additional services required (such as the return of the company used for snow removal when vehicle was not moved) will be assessed to the violator of said infraction.

Appendix C: Snow Removal Procedure

Effective October 15 through May 1, all occupants must be aware of and follow the procedures for all their vehicles and guest vehicles during snow removal plowing.

Please understand that Sierra storms are unpredictable and therefore a specific plowing schedule is impossible. Plowing is done based on weather predictions, temperature, and time of year and any amount of snow can require us to begin the plowing process. **BE PREPARED TO MOVE YOUR VEHICLE WITH ANY AMOUNT OF SNOW ON THE GROUND.** Depending on accumulations and the forecasted severity of the storm, snow removal **will take place on that day or the next.** For example, if snow depth does not accumulate until 1:00 PM and Oregon the storm is predicted to be heavy, we will plow the next day but until then we will keep the roadways open as necessary. The day we do plow it will be during the time with the fewest cars on site, between 11:00 AM and 4:00 PM this is the only time period when we can remove all snow effectively during the this time following procedures will take place:

- By 7:00 AM, the roads, entrances, overflow lots, and courts are cleared with a pass by the plows. Afterward, you may have to shovel a berm of snow from behind your car prior to leaving. If you plan to be gone for the day (skiing, etc.) You must move all of the remaining vehicles in front of your unit to one of the two overflow lots located at both ends of the inside circle Rd. see map on reverse. **MOST IMPORTANT! Do not leave any vehicle(s) in front of your unit without someone home with the keys to the vehicle(s), move vehicles to the overflow lot the night before if necessary. Vehicles not moved are subject to a \$200 fine.**
- From 7:30 AM to approximately 12:00 PM LFG crews will continue plowing to assist you in leaving for the day with all your vehicles, removing the remaining vehicles to overflow lots.

Between 10:00 AM to 4:00 PM, a thorough plowing with heavy equipment will remove all snow from all roads and the parking areas in front of your unit. This will begin with the outside circle and continue to the inside circle. During this time, please follow these instructions:

- Lake Forest Glenn staff will, when possible, knock on your door 20 to 30 minutes prior to plowing your court. Remove all snow from your vehicle and warm it up. At this time you may take it to the overflow lot and leave it, if there is room period if the lot is full, call the office for assistance or talk with the Lake Forest land snow removal staff in the field.
- When the plows arrive, you must drive your vehicle or vehicles away from the area until plowing is complete. Do not park in front of someone else's unit in a different court stay by or in your car. Once plowing is complete, please return your vehicle or vehicles to your units parking space.
- For your safety, remember to shovel your front entrance and steps following each plowing if your vehicle is parked at the overflow lot please move it following the storm so the lot can be cleared of snow.
- **Hindering snow removal is subject to a fine and or towing. Please cooperate. If you need any help or have questions, please call the HOA office at (530) 583-2307. Thank you.**

Appendix D: Architectural Standards

Maintaining a consistent and harmonious development, one that is architecturally and aesthetically pleasing, confers a benefit to the owners by enhancing the value of their properties. no exterior structural modifications, alterations, or installations are permitted without the written approval of the LFGHOA Association manager and/or the board of directors. external changes would include, but not limited to, siding, windows, doors (including screen and storm doors), gates, fences, decks, front porch lockers, electric car charging outlets, satellite dishes, and any external penetrations. A second part of the architectural standards is the common area standards, please be familiar with them as well. noncompliance may result in the homeowner returning the unit to its original condition at the homeowner's expense.

Application Approval Process:

1. All exterior changes require the owner to fill out, sign and submit to the LFG Association manager an "architectural modification request form".
2. If the change requested consists only of replacement of existing windows/doors, as is, and adheres to the architectural standards, as presented herein, the Association manager may approve the request without the board's approval.
3. If the requested change is not consistent with the standards, then board of directors' approval will be required. The Association manager will forward the request to the board of directors which will approve or disapprove the request or forward the request to the architectural committee for a recommendation.
4. Any changes that affect the structural integrity of the building (i.e. new or widening of existing windows/ doors) will require a structural analysis from a licensed structural engineer and any required building permits. These will be submitted to the Association manager before construction begins.

FRONT DOORS

The approved 4 panel, solid mould door with a window are:

- ReliaBilt 36" Sunburst at Lowe's - model #84134 left or right 4-9/16" jamb, clear Fan-Lite (half-wheel) window with a plastic composition three spoke wheel
- Masonite Premium Fan Lite External Grille Steel or Fiberglass (smooth) at Home Depot model #28041.

The approved 6 panel, solid mould doors without a window are as follows:

- ReliaBilt 36" at Lowe's - model #84116 left hand or #84420 right hand
- Jeld-Wen 36" at Home Depot - model #THDJW166100275 left hand or #THDJW166100278 right hand.
- Masonite 6 panel Steel (smooth) at Home Depot - model #827957 left hand or #827970 right hand, or Fiberglass (smooth) at Home Depot - model #48057 left hand or #48064 right hand.

The approved 2 panel, with 3 rectangular glass panels on the top 1/3 of the door is:

- Jeld-Wen 36" 3 Lite Craftsman Steel Pre hung at Home Depot – model #N11604 left hand.

Other manufacturers, whose doors are of the exact same specifications, are acceptable upon written approval of the architectural committee. All doors being replaced must be replaced with the above standards. Doors may be made of steel or fiberglass. If the door is fiberglass, it must be fiberglass that is

smooth. It is the unit owner's responsibility to paint newly installed doors within 30 days of installation. The Association Office will provide the appropriate paint at no charge.

REAR/BACK DOOR (2- & 4-Bedroom Units)

This door is approved as a rear/back door only. These are special order doors.

HOME DEPOT

- MASONITE Entry Door, ½ lite rectangle with clear glass without grill or grids, with 2 raised panels on the bottom half, Steel or Smooth Fiberglass.
- JELD-WEN Entry Door, ½ lite rectangle with clear glass without grill or grids, with 2 raised panels on the bottom half, Steel or Smooth Fiberglass.

LOWE'S

- RELIABILT Entry Door, ½ lite rectangle with clear glass without grill or grids, with 2 raised panels on the bottom half, Steel or Smooth Fiberglass.

Note: The 3 approved front doors described above are also approved for the rear doors of 2 & 4 bedroom units.

SCREEN DOORS

The approved screen doors are:

- Unique Home Design Rivera Bronze screen door found at Home Depot
- Comfort Bilt Screen Door (bronze), OCEANVIEW found at Lowe's.

Owners of wooden screen doors must paint the wooden portion of the screen door with paint matching the front door. The association will provide the appropriate paint at no charge. As with window frames and window screens, as the current aluminum screen door frames are replaced, they will be replaced with bronze colored screen doors. Screen doors must be kept in good repair at all times.

SCREEN/STORM DOORS

The approved Screen/Storm Doors are:

HOME DEPOT

- Anderson 4000 Series – Fullview with Clear Glass – bronze body & bronze hardware. Additional options available – more information available in the brochure at the HOA office.
- Andersen 3000 Series – Fullview with Clear Glass – bronze body & bronze hardware.

Additional options available – more information available in the brochure at the HOA office.

- Anderson 3000 Series – Self-Storing Insect Screen door – bronze body & hardware.
- Emco 300 Series Triple Track, Bronze #5. Emco 200 Series Triple Track, Bronze

LOWE'S

- #1. Larson TradeWinds Full View - brown frame and bronze hardware. #2. Larson TradeWinds Mid View - brown frame and bronze hardware.

SECURITY DOORS

Security doors currently installed will be grandfathered. Requests for security doors will be reviewed on a case-by-case basis. These doors must be kept in good repair at all times.

WINDOWS

Homeowners must obtain written permission from the Board of Directors before installing any window in their unit. Two styles of windows are approved: Slider and Casement.

Approved windows from Incline Tahoe Glass 530-546-2749

- Jeld-Wen Vinyl Windows, colors Almond & Desert Sand
- Milgard Ultra Series (fiberglass), colors Harmony/Sand (5/8" Flat grids may be available)

Home Depot

- PlyGem – Special Order
- Jeld Wen – Special Order

Lowe's

Jeld-Wen – Special Order

Bronze colored aluminum windows are approved; however, the Homeowner must choose the manufacturer, and submit all specifications to the HOA office for approval.

For existing/current homeowners, all windows being replaced will be replaced with sliding windows with nail fins and installed as new construction. Once the replacement of the windows begins, all window frames of the unit must be uniform within 1 year of an initial single window replacement.

Window Additions/Options

- 2-bedroom kitchen – left side end only – additional window options are 3'x3' or less slider, casement, Bay or Garden window
- 2-bedroom downstairs – ½ bath – right side end only – additional window – options are 18" Wx26" H (roughly) slider or casement
- 3-bedroom kitchen – standard window is slider, option Bay or Garden style

For units up for sale and entered into escrow:

- if ALL windows are original, single pane, aluminum frames, the HOA does not require action either way.
- if the windows are not original, they must all be consistent front and back and must be one of the approved windows in these architectural standards.
- Units must be brought into compliance before the sale of the unit or seller must deposit sufficient funds in an escrow account, payable to the HOA, for buyer to bring the unit into compliance. After the close of escrow, the buyer has 6 months to bring the unit into compliance.

WINDOW SCREENS

Window screen frames must match the color of the window frame. Currently approved frames are aluminum, bronze (dark brown) colored aluminum, or almond colored vinyl. As with window frames, as the current aluminum frames are replaced, they will be replaced with bronze- or almond-colored frames. All window screens must be kept in good repair.

PATIO DOOR SLIDERS

All patio doors for 3-bedroom units will be the standard two-piece sliding patio door. The frames will be bronze colored aluminum, or a vinyl color consistent with the unit windows. They shall be normal "stock" doors, and the frames shall be standard width. All aluminum framed patio doors will be replaced with the above standard when the current patio door is replaced. 3 bed units only have a standard 6' wide slider, consistent with other windows of the unit. If a slider is requested to be installed in a 2 or 4 bed unit to replace or add to the existing standard rear door, engineering for the framing changes is required. A Placer County building permit may also be required. The request for a different style (other than a slider) must be approved by the Board of Directors.

ROOF GUTTER/HEATING

A rear roof eave gutter and down spout with a heating system has been installed. Please submit all required architectural request forms prior to any action with this.

SATELLITE DISH

Please see complete guidelines on website (lfghoa.com) prior to starting these services, then submit a request.

BUILDING EXTERIOR

No new (additional) penetration through the roof or siding of the building is permitted without prior HOA approval. Plans and construction details must be submitted to HOA management for review prior to any work being performed.

It is prohibited to attach anything, including utility wiring (phone, cable, internet, satellite dish, etc.) and "party" string lights to the exterior of the building (including front doors and windows).

EXTERIOR LIGHTS

Front and rear exterior lights shall be a single fixture positioned in the original location. The light fixture shall have an encased white light bulb or bug light bulb of no more than sixty watts. Fixture colors may be earth tones, black, or brass (white is not permitted) and the size of the fixture shall be no larger than 10 inches x 10 inches and in good repair. Motion detectors, flood lights, colored lights, or mercury vapor lights and solar light fixtures are not approved as a Lake Forest Glen standard.

WINDOW COVERINGS

No windows shall be painted or covered with aluminum foil, cardboard, bed sheets or other similar materials. All owners shall have and maintain drapes or appropriate window treatments installed on all windows in their residence within three (3) months following close of escrow on their purchase of a unit. Window coverings must be properly hung and maintained in good repair. All drapes, curtains, interior blinds, and shutters, when viewed from the exterior of the unit, shall be in plain white or off- white tones and without design/pattern. Wood shutters must be in light, earth tone color only. All window treatments must be in good repair.

FRONT PORCH LOCKERS

A construction detail must be submitted. 12" on center T-111 siding must be used, plus rough 1"x4" trim. The locker must not extend past the inside of the porch roof fascia or the front 4"x4" posts. Depending on the proposed lockers door opening, a 6 panel or solid smooth door (usually 2' wide) must be used.

REAR DECKS/FENCES DECKS

DECKS

Decks are the responsibility of the homeowner to repair, maintain, and replace. Acceptable materials are Trex, redwood, and cedar. Flat rock or pavers installed on the ground are acceptable. No other materials (such as carpet or artificial turf, etc.) are allowed on the ground. Written notice with plans for rebuilding the deck or installing rock on the ground is required to be submitted to the Association Manager prior to construction for review of location, elevation, and materials. The existing ledger must be removed from the building and the Association Manager consulted for approved re-installation method. Work may begin following written approval from the Association. Transparent or semi-transparent stains ONLY permitted on decks and fences – **NO** solid stains or paints allowed. Gas only barbeques, outdoor furniture, potted plants, firewood, recreational equipment (bikes, children's toys, kayaks, etc.) are permitted. **NO** propane heaters or charcoal BBQs are permitted per the North Tahoe Fire Department.

Storage containers must be the approved brand of Rubbermaid or Keter with the color's taupe and evergreen. These can be found at Lowe's, Home Depot, Target or Wal-Mart. The storage container dimensions shall not exceed 4ft (H) x 5ft (L) x 3ft (D).

FENCES

Privacy fences coming off the rear of buildings are the responsibility of the Association to repair, maintain, or replace. The homeowner may connect these fences (enclose the area between privacy fences) at their expense. A gate at least 3 feet wide must be installed.

- One style must match the existing 1X6 alternating vertical fence board and framing. –
- The second style allows a coated metal mesh 4" or less, heavy gage dark brown metal wire, framed in the wood to match existing side fence framing.

The height of both styles will be no higher than the existing height of the side fences. The homeowner is responsible for the repair and maintenance of this section of the fence. Written notice with plans is required to be sent to the Association Manager prior to construction, for review of location, elevation, and materials. Work may begin following written approval from the Board of Directors.

GARDEN HOSE HOLDER

Please use brown or green wall mounted holder, mounted as low as possible. You may need to remove and store this in the winter to prevent damage.

NAMEPLATES & DOORKNOCKERS

Nameplates: Average size nameplate of wood material above front door (not to exceed 32 inches by 8 inches) is permitted. Variations must have written approval from Lake Forest Glen management.

Doorknockers: Small doorknockers (not to exceed 6 inches) are permitted.

ELECTRICAL

Electric car charging outlets are allowed. Please see the front left of unit 118 for a standard. This is a 50-amp, weatherproof receptacle roughly 6"x8"x4". The wiring to this outlet is in the wall, no exterior conduct. Please follow this installation by a licensed electrician. <https://www.homedepot.com/p/Talon-50-Amp-Outdoor-Enclosed-Panel-with-14-50R-Receptacle-LGP1S/206184036>

GAS FIREPLACE

Many homeowners have installed a free-standing gas fireplace in the same location as the original fireplace. In 2 and 4 bed units, the complete removal of the existing fireplace, rock, live pipe has been replaced with a

free-standing gas unit, typically placed at the back wall. This requires a new vent out the back (deck) wall, with a flashing and cap visible on the deck side of the wall. All codes and manufacturers' installation guidelines must be followed. Submit complete details and all HOA forms prior to purchase for Board of Directors approval.

MODIFICATIONS TO ACCOMODATE DISABILITIES

California CID Law – Section IV Property Use and Maintenance > Section G. Modification of a Unit or Lot > 3. Reasonable Modifications to Accommodate Disability “An owner may modify his or her unit or lot, at his or her own expense, to accommodate a disabled resident. An owner may also make reasonable modifications to the common area, at his or her own expense and with association approval, if such modifications are necessary to allow the disabled resident use and enjoyment of his or her residence and common area.” (See unit #158 and unit #9) Also see Davis-Stirling Act - **Civil Code §4760. Improvements to Separate Interest.**

Appendix E: Lake Forest Glen Common Area Standards

DECKS

Written approval is required by the board of directors for the construction or reconstruction of decks. Obtain deck details at the HOA office.

Acceptable items on deck

Gas barbecues only, outdoor furniture, potted plants, firewood, bicycles, children's toys, paddleboards and kayaks are permitted. Storage containers must be approved models by Rubbermaid model # FG3747SWOLVSS, available at Lowe's, Home Depot and Amazon; or KETER # 211166, also available at Lowe's, Home Depot and Amazon. Please note there are paddleboard and kayak storage racks near the maintenance shed. No propane heaters are permitted per the North Tahoe fire department. This is an Architectural Standards requirement. (See [Appendix D](#) for details)

PLANTS

Front of unit: in the common area between building and asphalt, homeowners may, at their own expense, plant in ground bedding and shrubs of their choosing. No trees or junipers allowed; These are the only prohibited plants. Units are permitted to have no more than two five-gallon maximum size containers of earth tone color on the front porch area. No pots, planters or containers of any kind are permitted in common areas landscaped area or asphalt.

Rear unit: within deck or would be deck area bounded by privacy fences, owner may plant in ground not on deck or in the container 5-gallon maximum size, earth tone as in front. All other plantings must be approved on a case-by-case basis.

Hanging plants: hanging plants will be allowed in front of the units. There will be a normal growing season as determined by the climate and hanging plants shall be removed at the end of the season. Planters must be maintained and in good repair and in neutral tones or they will be removed by the Lake Forest Glenn staff.

Wind chimes: wind chimes are permitted on the rear deck area only.

Bird feeders: Bird feeders are NOT allowed. Bears love bird seeds, which leads to many problems. ***No bird feeders for the safety of the local wildlife.***

American flag or MIA flag: only the American flag and MIA flag are permitted to be displayed flags are only to be hung in front of the units on a four-by-four entrance post.

Holiday decorations: holiday decorations are allowed from November 1st to January 31st.

Bicycles: no bicycle shall be parked or stored within the landscaped areas of Lake Forest Glen. Please keep bicycles on the rear deck.

Motorcycles: motorcycles must be parked on the asphalt in front of your unit or in the overflow lot. Motorcycles must follow the same rules as vehicles.

Rear deck/overhang wall: No bikes, toys, etc., will be permitted to hang from the rear deck or overhang with no attachments of any kind to the exterior of the wall this includes shade tarps. Please use umbrellas with stand.

Dogs: dogs unattended must be confined within the owner's unit or in the rear deck only. All dogs must be on a leash and under the control of a responsible person not one or the other while in the common area.

Utility wiring: the attachment of any utility wiring to the exterior of the building including two front doors and windows is prohibited.

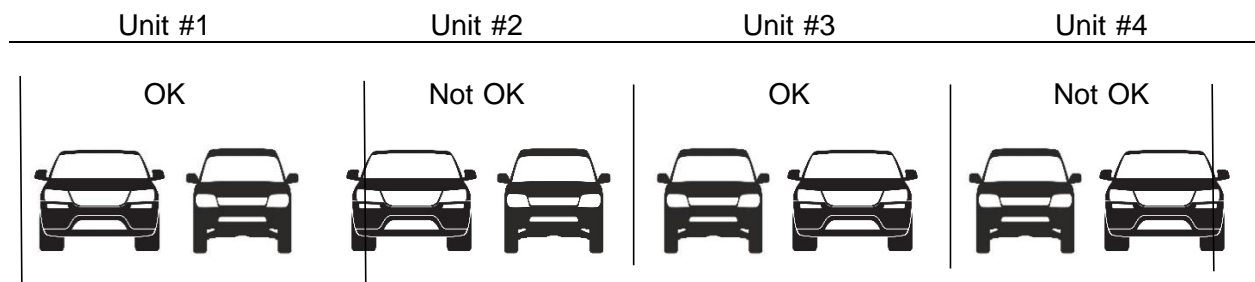
Exterior lights: multiple strings of party lights are not allowed see holiday directions above.

NOTE: the installation, attachment of, or placement of any items not specifically approved in this document is not allowed without written approval from the board of directors.

Appendix F: Assigned parking

Assigned parking is immediately in front of your unit only.

Do not overlap onto adjacent unit parking space or encroach into non-paved areas such as landscaping.



Vehicle Parking Policy

The following policies regarding parking and vehicle restrictions are effective December 1, 1995. They limit the number of vehicles allowed on premises to three per unit, prohibit commercial vehicles and restrict the use of boat and RV parking. They also require that all these pieces of equipment have current registration, be operable, and have minimal exterior damage. They have been written to provide more enjoyable and equitable use of the common areas for all residents and users of the LFG, given the very limited parking facilities available and the inability to expand the facilities at this time. No residential curbside parking off the LFG property is permitted from November 1st to May 1st every year due to the possibility of snow removal. Please review them with this in mind adopted November 11, 1985.

Each unit is limited to a total of three vehicles cars trucks and motorcycles in front of their unit overnight. Guest vehicles staying overnight become one of the units 3 authorized vehicles. Additional vehicles must be parked in one of the two overflow parking lots at either end of the complex. (Not in front of another unit)

Resident and guest vehicles must park between the white lines in front of their unit, on the asphalt only, not in the landscape. Most, but not all unit's parking area will accommodate 3 compact cars additional guest vehicles not staying overnight must park in one of the two overflow lots, never in front of another's unit this assigned parking is of enforced.

Snow buildup may temporarily preclude parking in front of your unit; Please park in overflow lots during snow removal operations or when your assigned area is obstructed by snow. In order to provide adequate snow removal services, vehicles must not be left in front of the unit when no one is home to remove them. Move extra vehicles to short term parking lots when you leave. Not moving a car during snow removal is an immediate fine, no warning.

Northeast recreational parking area

Parking of summer recreational vehicles, boats, trailers motor homes or campers is available from May 1st to October 15th. No winter type craft such as snowmobiles or trailers associated with winter craft allowed from May 1st to October 15th. October 16th to April 30th parking for snowmobiles on trailers only depending on access to the designated parking area, which may be limited by rain and snow accumulations and maintenance requirements. Please contact HOA management to ensure access and availability of space.

All recreational vehicles and trailers must be parked in the Boat/RV lot on the asphalt only. Trailers must be unhitched after they are parked. It is the sole responsibility of the unit owner that their guests follow these rules. **The Meadow area is NOT our property. Do not park in the open area at any time.**

Only one piece of equipment per unit is allowed at any time, and for current residents only. You may be asked to show proof of ownership and occupancy. All recreational vehicles, boats and trailers must have current DMV registration, must be operable, and must be registered with the association office. Any boat, trailer, motorhome, etc., parked in the Boat/RV parking area without prior approval and or not registered with the association office will be fined \$100 per day, and is subject to towing at the owner's expense register your vehicle with the HOA office during office hours, or use the forms provided in the registration box in the parking area if arriving after hours and slide them through the mail slot at the Association Office.

Due to limited space, motorhomes, campers and trailers must have their prior approval from the association and cannot exceed 25 feet from tongue to bumper. Approval is based on availability. On site for one week or less, storage of any duration is not permitted.

Recreational items include but are not limited to boats, trailers, motor homes and campers or recreational equipment such as jet skis, canoes, camper shells, etc., no utility trailers allowed. They may only be on the premises while you, your guests, or your renters are in residence. During the period of any lease or rental of a unit, unit owners may not park their personal recreational vehicles on association property. The equipment on site must be owned by the current resident and for the use of the current resident. Storage of any duration of recreational vehicles is not permitted, they must be taken with you when you leave. Any recreational vehicle left for any duration is subject to fines and or towing.

Commercial vehicles exceeding size, weight and height limits 21 feet in length, 7 feet in height and or greater than 3/4-ton capacity or those with mini-cranes, booms, plows, etc., are allowed on premises only while parking providing service to an individual unit. Overnight parking of these vehicles is restricted to the short-term parking lots and if containing household or construction materials they must be covered with a tarp. Vehicles providing on call services such as taxis, delivery vans, buses tow trucks, etc., are permitted

only for the duration of the time necessary to complete delivery or pick up of persons or products period no commercial equipment is allowed at any time when not performing a service for a specific unit.

Commercial vehicles which have an axle load greater than 3/4-ton being used primarily for higher, compensation or profit that have supplies or equipment such as ladders, racks, etc., must have written approval from the Association manager to be parked on the premises. Approved commercial vehicles may be restricted to short term lots and may be prohibited during peak holiday periods. Approvals will be on a first come first served basis as space allows.

Vehicles may not upset the peace and tranquility of the community with modified exhaust systems, lack of mufflers, loud music, or use of a spotlight or sirens except fire, ambulance, and police vehicles responding to an emergency. CB or two-way radios may not be left on in unoccupied vehicles. Unpainted vehicles (must have a finish coat) or those with incomplete, rusted out, or excessively damaged body parts are prohibited. Inoperable vehicles may not be on the premises for more than 12 hours. Repairs, tune-ups and oil or fluid exchanges are prohibited. All vehicles, RV's, boats, etc., must be operable and with current registration.

The above requirements are effective November 1, 2017. Additional copies may be requested from the association office for your property managers and tenants. As all owners are aware, for us to maintain the convenience and rights of all, management has been instructed to enforce these regulations. Failure to comply may result in an immediate fine and vehicle(s) being towed.

Appendix G: Safety and Security at Lake Forest Glen

EMERGENCY: CALL 911 FOR ALL EMERGENCIES

Call HIGH SIERRA PATROL at 775-887-3642 from 7:30pm to 4:30am to report non-emergency suspicious persons or activities, as well as for problems such as noisy neighbors or trespassers in the recreational area. Other than your initial call, you will not be involved further unless additional information is needed to clarify their report. You can also call the HOA office at 530-583-2307 anytime, and the answering service can contact High Sierra Patrol. Please do not hesitate to call.

You may also call the Placer County Sheriff's Office at 530-581-6300 during office hours or dispatch at 530-581-6330 24 hours a day. **DO NOT HESITATE TO CALL THE SHERIFF'S DEPT. AT ANY TIME.**

In case of an emergency call 911.

IN CASE OF EMERGENCY, THE ADDRESS OF THE COMPLEX IS:

3101 LAKE FOREST ROAD, UNIT#, Tahoe City, CA 96145

HIGH SIERRA TOWING: 530-587-0488

Lake Forest Glen HOA contracts with High Sierra Towing when needed. It is best to contact the HOA office during business hours so that the Association Manager may attempt to locate the owner of any vehicles in violation of parking regulations.

PLACER COUNTY ANIMAL CONTROL: 530-546-1990

Emergency After 5:00pm, Weekends or Holidays: 530-823-4411

LAKE TAHOE COAST GUARD: Emergency Phone# 530-583-0911 Office phone # 530-583-4433 ext. 2

You may contact the HOA office at 530-583-2307 anytime (even after business hours), and the answering service will take your information and forward to the appropriate person.

Please post this in your unit so that this information is easily accessible for you and your guests.

Appendix H: Maintenance Responsibilities		Unit Owner	HOA
1	Maintain, Repair, Replace (MRR) rear deck *	X	
2	MRR common wall privacy fences off building *		X
3	MRR privacy fence parallel to and directly behind unit	X	
4	MRR windows & glass slider*	X	
5	MRR window coverings (including screens) *	X	
6	MRR front & rear doors *	X	
7	MRR front & rear screen doors *	X	
8	MRR front & rear storm doors *	X	
9	MRR front & rear security doors *	X	
10	MRR exterior light fixtures *	X	
11	MRR front entry porch		X
12	MRR rear exterior porch	X	
13	MRR storage lockers		X
14	MRR storage locker locks	X	
15	MRR utility enclosures		X
16	Common Area Landscape -plants & lawns		X
17	Common Area Landscape -homeowner plants in front of unit *	X	
18	Common Area Hardscape		X
19	Common Area Dirt & bedding areas		X
20	Asphalt areas		X
21	MRR roofs, chimney chase, flashings		X
22	MRR building siding & trim		X
23	Painting -buildings		X
24	Painting -doors (on painting cycle)		X
25	Painting - homeowner installed door with new trim *	X	
26	Painting-window trim (on painting cycle)		X
27	Painting - homeowner installed windows w/ new trim -trim painting *	X	
28	MRR fireplace, flue, exterior cap *	X	
29	MRR interior wall/ceiling covering	X	
30	MRR interior flooring	X	
31	MRR interior cabinets	X	
32	MRR interior appliances (including fireplaces)	X	
33	MRR interior electrical	X	
34	MRR interior plumbing	X	
35	MRR interior heating	X	
36	Within foundation under first floor - Ground water accumulation	X	
37	Within foundation under first floor -Pest Control	X	
38	Within foundation under first floor - Heat. Plumbing, Electrical	X	
39	MRR recreational areas & facilities		X
40	Closing cost upon sale -transfer fee	X	
41	Closing cost upon sale -P.U.D. Sewer test (all sales)	X	
42	Closing cost upon sale -repairs needed as a result of P.U.D. test (depends on location of repair) ♦	X	X
43	Closing cost upon sale -correction of architectural violations	X	
44	MRR gas lines ♦	X	X
45	MRR water lines ♦	X	X
46	MRR sewer lines ♦	X	X
47	MRR hose bibs	X	
48	Exterior earth to wood maintenance		X
49	MRR -Original Rough Framing		X

*= See Approved Standards and Restrictions

♦= Association is responsible from Common Area to the Exterior of the Unit

Appendix I – Utility Companies Serving LFG

LIBERTY UTILITIES (Electric Service)

701 National Ave., Tahoe Vista

P.O. Box 60144, City of Industry, CA 91716-0144

1-800-782-2506, Monday thru Friday 8am - 5pm

After Hours/Weekends/Emergency Repairs: 1-844-245-6868

<http://www.libertyutilities.com>

SOUTHWEST GAS (Natural Gas Service)

218 Incline Court, Incline Village, NV 89451

P.O. Box 98512, Las Vegas, NV 89193

877 860-6020, Monday thru Friday 8am - 5pm

After Hours/ Monday – Friday / Emergency Repairs: DIAL 911

<http://www.swgas.com/en/contact-us>

TAHOE CITY P.U.D. (Sewer & Water)

221 Fairway Dr., P.O. Box 5249, Tahoe City, CA 96145

530-583-3796, Monday thru Friday 8am - 4:30pm

After Hours/Weekends/Emergency Repairs: 530-546-1215

<http://www.tcpud.org>

TAHOE TRUCKEE SANITATION AGENCY (TTSA, Sewage Treatment)

13720 Butterfield Drive, Truckee, CA 96161

530-587-2525, Monday thru Friday 6:30am - 4:30pm

<http://ttsa.ca.gov>

SPECTRUM – WiFi, Cable TV services

(855)326-5115

<https://www.spectrum.com/cable-tv>

Billing address is provided on your statement

Appendix J: Delinquency Assessment Collection Policy

Effective 2009

1. It is the fiduciary responsibility of the Board of Directors to collect all assessments in a timely fashion. The Association is entitled to recover the reasonable costs of collecting delinquent assessments, including but not limited to Attorney's fees, late fees, collection costs, lien fees and litigation guarantees, and the assessments and costs shall bear interest if more than 30 days overdue.
2. Assessments are due on the first day of each month and are delinquent on the 16th of the month, at which time a charge of \$10.00 or 10% of the assessment (or special assessment), whichever is greater will be charged on the 16th day of the month in which the assessment is due.
3. All balances due 30 days after the due date will be subject to interest at a rate of 12% per annum.
4. After the 30th day after a payment is due, the Board of Directors authorizes its Agents or Managers to send notice to all members who are delinquent, notifying them of the charges and the need to make payment in full within 60 days of the due date in order to avoid a lien on the property.
5. After the 60th day after a payment is due, a 30-day Pre-Lien Notice will be prepared and sent by certified mail, to the delinquent record owner(s) at the owner's last mailing address provided to the Association and/or to any secondary address that the owner(s) provided to the Association in writing by sign-receipted mail or by facsimile. The "Pre-Lien Notice" will include a detail of the total amount delinquent, including but not limited to, assessments, late charges, interest, and cost of collections, if any. The Notice shall also include all other information required by the Association's governing documents and California statute. The cost of this pre-lien letter will be added to the members account.
6. After the 30th day after the Pre-Lien Notice is sent, if all amounts have not been paid and if the Board has voted approving the recording of a lien by a majority vote in an open meeting and recorded the vote in the minutes of the meeting, a Notice of Delinquent Assessment Lien ("Lien") will be prepared and recorded. All resulting collection fees and costs will be added to the total delinquent amount. A copy of the recorded Lien will be sent by certified mail to the address(es) as described in paragraph 5 above, within 10 days after recordation. 339 days from the original due date or when the past due assessments total \$1,800, whichever comes first occurs, the association may proceed with a notice of foreclosure sale of the delinquent member's home.
7. All charges assessed to the account must be paid in full as a condition to releasing such Lien, and the Association shall not be required to accept any partial or installment payments from the Lien date to the time that all amounts are paid in full, except by an execution of a mutually agreeable payment plan and forbearance agreement. The association is not under an obligation to enter into a payment plan or forbearance agreement.
8. If all such amounts have not been paid in full within thirty (30) days after the recordation of such Lien, the Association may, with conditions, proceed to take any and all additional enforcement remedies as the Association, in its sole discretion, deems appropriate including, without limitation: non-judicial foreclosure of such lien; judicial foreclosure; or suit for money damages, all at the expense of such owner. The conditions for proceeding with foreclosure are:
 - The association has offered the owner dispute resolution or Alternative Dispute Resolution (ADR).
 - The amount of delinquent regular or special assessments is equal to one thousand eight hundred dollars (\$1,800) or more, not including any accelerated assessments, late charges, fees and costs of collection, attorney's fees, or interest, or the assessments are more than 12 months delinquent.

- The decision to record a Notice of Sale was made by the board at least 30 days prior to a foreclosure sale.
- The board has given notice to the owner of the decision to record a Notice of Sale by personal service for resident owners and by first-class mail at the most current address known for the owner for nonresident owners.

9. All payments received by the association shall first be applied to the assessments owed, and after the assessments are paid in full the payments shall be applied to the fees and costs of collections, attorney's fees, late charges and interest. The owner may request a receipt, which shall indicate the date of payment and the person who received it.

10. The mailing address for overnight payment of assessments is the same address that is used for the standard payment of assessments unless the Homeowners Association or its attorneys specify otherwise.

11. The association may charge a "returned check charge" of \$25.00 for all returned checks,

12. An owner may dispute the debt noticed pursuant to the California Civil Code Section 1367.6(a) by paying the amount due, including any fees and reasonable costs of collection, reasonable attorney fees, late charges and interest under protest and initiating an action in small claims court.

13. An owner may submit a written request to meet with the Board of Directors to discuss a payment plan for any Civil Code Section 1367.1(a) debt. The association shall provide the owner the standards for payment plans, if any exist. The board will meet with the owner within 45 days if the request is mailed within 15 days of the date of the postmark of the notice. If there is no regularly scheduled board meeting within this time, the board may designate a committee of at least one member to meet with the delinquent owner.

14. Within 21 days of payment in full the association shall record all necessary documentation to clear the owner's title of the association's claim for past due assessments and charges. A copy of the release shall be mailed to the owner. If a lien has been recorded in error, a release of lien will be recorded within 21 calendar days and a copy of the recorded release of lien shall be provided to the owner along with a declaration that the lien recording was in error.

Appendix K: Summary of Alternative Dispute Resolution Requirements Civil Code § 5925-5965

§ 5925. As used in this article:

(a) "Alternative dispute resolution" means mediation, arbitration, conciliation, or other nonjudicial procedure that involves a neutral party in the decision-making process. The form of alternative dispute resolution chosen pursuant to this article may be binding or nonbinding, with the voluntary consent of the parties.

(b) "Enforcement action" means a civil action or proceeding, other than a cross-complaint, for any of the following purposes:

(1) Enforcement of this title.

(2) Enforcement of the Nonprofit Mutual Benefit Corporation Law (Part 3 (commencing with Section 7110) of Division 2 of Title 1 of the Corporations Code).

(3) Enforcement of the governing documents of a common interest development.

§ 5930. (a) An association or an owner or a member of a common interest development may not file an enforcement action in the superior court unless the parties have endeavored to submit their dispute to alternative dispute resolution pursuant to this article.

(b) This section applies only to an enforcement action that is solely for declaratory, injunctive, or writ relief, or for that relief in conjunction with a claim for monetary damages not in excess of five thousand dollars (\$5,000).

(c) This section does not apply to a small claims action.

(d) Except as otherwise provided by law, this section does not apply to an assessment dispute.

§ 5935. (a) Any party to a dispute may initiate the process required by Section 5930 by serving on all other parties to the dispute a Request for Resolution. The Request for Resolution shall include all of the following:

(1) A brief description of the dispute between the parties.

(2) A request for alternative dispute resolution.

(3) A notice that the party receiving the Request for Resolution is required to respond within 30 days of receipt or the request will be deemed rejected.

(4) If the party on whom the request is served is the owner of a separate interest, a copy of this article.

(b) Service of the Request for Resolution shall be by personal delivery, first-class mail, express mail, facsimile transmission, or other means reasonably calculated to provide the party on whom the request is served actual notice of the request.

(c) A party on whom a Request for Resolution is served has 30 days following service to accept or reject the request. If a party does not accept the request within that period, the request is deemed rejected by the party.

§ 5940. (a) If the party on whom a Request for Resolution is served accepts the request, the parties shall complete the alternative dispute resolution within 90 days after the party initiating the request receives the acceptance, unless this period is extended by written stipulation signed by both parties.

(b) Chapter 2 (commencing with Section 1115) of Division 9 of the Evidence Code applies to any form of alternative dispute resolution initiated by a Request for Resolution under this article, other than arbitration.

(c) The costs of the alternative dispute resolution shall be borne by the parties.

§ 5945. If a Request for Resolution is served before the end of the applicable time limitation for commencing an enforcement action, the time limitation is tolled during the following periods:

(a) The period provided in Section 1369.530 for response to a Request for Resolution.

(b) If the Request for Resolution is accepted, the period provided by Section 5935 for completion of alternative dispute resolution, including any extension of time stipulated to by the parties pursuant to Section 5940.

§ 5950. (a) At the time of commencement of an enforcement action, the party commencing the action shall

file with the initial pleading a certificate stating that one or more of the following conditions is satisfied:

(1) Alternative dispute resolution has been completed in compliance with this article.

(2) One of the other parties to the dispute did not accept the terms offered for alternative dispute resolution.

(3) Preliminary or temporary injunctive relief is necessary.

(b) Failure to file a certificate pursuant to subdivision (a) is grounds for a demurrer or a motion to strike unless the court finds that dismissal of the action for failure to comply with this article would result in substantial prejudice to one of the parties.

§ 5955. (a) After an enforcement action is commenced, on written stipulation of the parties, the matter may be referred to alternative dispute resolution. The referred action is stayed. During the stay, the action is not subject to the rules implementing subdivision (c) of Section 68603 of the Government Code.

(b) The costs of the alternative dispute resolution shall be borne by the parties.

§ 5960. In an enforcement action in which fees and costs may be awarded pursuant to subdivision (c) of Section 5975, the court, in determining the amount of the award, may consider whether a party's refusal to participate in alternative dispute resolution before commencement of the action was reasonable.

§ 5965. (a) An association shall annually provide its members a summary of the provisions of this article that specifically references this article. The summary shall include the following language:

Failure of a member of the association to comply with the alternative dispute resolution requirements of Section 5930 of the Civil Code may result in the loss of your right to sue the association or another member of the association regarding enforcement of the governing documents or the applicable law.

(b) The summary shall be provided either at the time the pro forma budget, required by Section 5300, is distributed or in the manner prescribed in Section 5016 of the Corporations Code. The summary shall include a description of the association's internal dispute resolution process, as required by Section 5920.

Appendix L: Internal Dispute Resolution

Civil Code § 5910. Minimum Requirements for Internal Dispute Resolution.

A fair, reasonable, and expeditious dispute resolution procedure shall, at a minimum, satisfy all of the following requirements:

- (a) The procedure may be invoked by either party to the dispute. A request invoking the procedure shall be in writing.
- (b) The procedure shall provide for prompt deadlines. The procedure shall state the maximum time for the association to act on a request invoking the procedure.
- (c) If the procedure is invoked by a member, the association shall participate in the procedure.
- (d) If the procedure is invoked by the association, the member may elect not to participate in the procedure. If the member participates but the dispute is resolved other than by agreement of the member, the member shall have a right of appeal to the board.
- (e) A written resolution, signed by both parties, of a dispute pursuant to the procedure that is not in conflict with the law or the governing documents binds the association and is judicially enforceable. A written agreement, signed by both parties, reached pursuant to the procedure that is not in conflict with the law or the governing documents binds the parties and is judicially enforceable.
- (f) The procedure shall provide a means by which the member and the association may explain their positions. The member and association may be assisted by an attorney or another person in explaining their positions at their own cost.
- (g) A member of the association shall not be charged a fee to participate in the process.

(Amended by Stats. 2014, Ch. 411, Sec. 1. Effective January 1, 2015.)

Appendix M: Satellite Dish Policy Revised January 2014

Guidelines for the installation and operation of satellite receiver antenna dishes on Lake Forest Glen structures. Please contact the HOA office for a satellite request form which must be completed and approved prior to installation.

APPLICATION PROCESS: All satellite antenna dish installation requests must be formally approved by the Lake Forest Glen Board of Directors through the Architectural Review Committee prior to the commencement of any physical installation activity. The dish installation being requested must be for the sole and exclusive use of the Homeowner only. A Homeowner cannot approve tenant installation and/or ownership. All such installation requests must be submitted, in writing, to the Association's Architectural Review Committee, and include:

1. A letter proposing and describing the installation and configuration details.
2. Picture, drawings or schematics specifying the size, configuration, support structure and location of the proposed antenna dish.
3. A statement confirming that the owner-applicant is solely responsible for the installation, maintenance and repair of the antenna dish, as well as for any damages to the Association's property or common ground (including the dwelling structures) resultant from the installation and operation of the antenna dish.
4. A statement confirming that the applicant will use only licensed professionals or contractors, as approved by the Association's Manager, to perform the installation and any subsequent maintenance service and repairs as required.

CONFIGURATION AND LOCATION GUIDELINES:

1. The dish must be installed on the rear deck only using a free-standing tripod/post, such that the total installation does not exceed the height of the existing privacy fence of the unit.
2. The dish must be installed within the confines of the unit and its property lines. No dishes will be installed over the common area of another owner's property. No rooftop installations. This includes the shaked, gambled roofs on the front and back of some units. There is a waterproof membrane under all shakes, which must not be penetrated. Also, installation is not allowed on common walls where a unit is offset from its neighboring unit. No installations where snow shedding could dislodge the dish.
3. The antenna dish should not block or impede the view from any windows or doorways in any of the other units in the same building structure.
4. Whenever possible, installation of dishes should be where visual aspects are least affected.
5. The antenna dish cannot be larger than one meter (39.37 inches) in the longest dimension.
5. All wiring shall be concealed beneath the building siding (no wiring "runs" along the exterior surface).
6. The colors of the antenna dish and the associated mounting apparatus shall be consistent with the existing dwelling color schemes. The Association's Manager shall approve the final configuration and attest to its compliance with these guidelines.
7. Installations shall include appropriate caulking and sealing for the protection of building exteriors.

LIABILITY AND INSURANCE:

The owner-applicant shall provide the necessary insurance to indemnify the Association against all harm and damage caused by the installation, maintenance, service and operation of the antenna dish. Proof of such insurance coverage shall be provided to the Association Manager prior to the installation of the dish and on its annual renewal date. A Condominium Homeowner's Insurance Policy would accomplish the requirement. Please call your insurance carrier and ask them to confirm this coverage in writing to the

Association. Approval to be completed at the Lake Forest Glen Board of Directors meeting sixty to ninety days following the application.