

**CASA LA PALOMA  
Rules and Regulations  
(Approved March 15, 2021)**

The following Rules and Regulations have been adopted by the Board of Directors to provide for the pleasure, comfort and security of all homeowners, their guests and tenants.

The Rules and Regulations (Rules) are a clarification of the portions of the Covenants, Conditions and Restrictions (CC&Rs) which continue to apply as full-bodied deed restrictions to all Casa La Paloma properties.

The Board may, from time to time, and subject to the provisions of the Declaration, adopt, amend, and repeal Rules and Regulations pertaining to; (i) the management, operation, and use of the Areas of Association Responsibility including, but not limited to, any recreational facilities situated upon the Areas of Association Responsibility; (ii) minimum standards for any maintenance of Lots; or (iii) the health, safety, or welfare of the Owners and Residents. In the event of any conflict or inconsistency between the provisions of the Declaration and the Association Rules, the provisions of the Declaration shall prevail. The Association Rules shall be enforceable in the same manner and to the extent as the Covenants, Condition and Restrictions set forth in the Declarations.

Infractions of the Rules may be punishable by fines and legal action after a warning has been issued. The first violation notice will serve as the warning to correct the violation. The second notice for the same violation shall serve as notice to correct and notice of fine if not corrected. The third notice for the same violation shall serve as notice of a hearing to be held for the purpose of assessing a fine. Fines will vary based on the severity of the violation. Fines can start at \$25.00 and may increase for continued or any future violation of the same rule. The homeowner has the right to be heard by the Board of Directors. A request for a meeting must be submitted in writing within seven (7) days of the date of the violation. Any owner/tenant reporting a violation must do so in writing to the Management Company.

**If you have any questions regarding the Rules and Regulations of the Casa La Paloma Homeowners Association, please contact your Property Manager, Arizona HOA Management at 602-944-3338 or myazhoa@gmail.com.**

**PLEASE FOLLOW THE RULES.  
DO NOT MAKE SOMEONE ENFORCE THEM.**

## GENERAL

1. Any resident residing at Casa La Paloma, shall be bound and must abide by these Rules and Regulations whether they be owner, guest or tenant.
2. Homeowners are responsible for their own actions and actions of their pets, children, guests and tenants and agree to reimburse other homeowners or the Association for any vandalism or damage caused by these parties.
3. Any Homeowner who leases his/her lot shall provide a copy of the Casa La Paloma Owner Information Sheet/ Tenant Registration Form within 15 days of its execution. A copy of the Community Documents must be given to the lessee and each lease agreement must require that the lessee agrees to abide by the CC&Rs, Bylaws, Amendments and the Rules of the Casa La Paloma Homeowners Association.
4. It is the Homeowner's responsibility to ensure that the Management Company has accurate and up-to-date information regarding their correct telephone number and mailing address. Any change in this information must be submitted immediately,
5. Homeowners with an outstanding balance on the assessment account relinquish all rights to use any Association amenities, until such time as the debt has been satisfied.
6. If you are notified that there is a problem with your assessment account, please immediately contact the Management Company to correct the situation. Many times the situation can easily be corrected with communication between the Homeowner and Management.
7. Each lot shall be used as a single family dwelling for residential purposes only and no trade or business shall be conducted that creates excessive noise, traffic or disruption to the community.
8. No resident shall make, or permit to be made, any disturbing noise that would in any manner interfere with the quiet and peaceful use of any Lot or Common Area by another resident.
9. No signs are permitted except as authorized by applicable law.
10. Holiday decorations must be removed within three (3) weeks of any holiday.
11. All refuse containers must be removed from the exterior of a Lot and stored within the garage or backyard with twenty-four (24) hours of trash pick-up.
12. For Homeowners with garage doors, the garage door must be kept closed except when necessary for entering or exiting or for the duration of completing maintenance on their home/lot.

13. It is the Homeowner's responsibility to maintain their lot, including but not limited to the front of their home and the exterior of the building. The Association has the right and obligation to forward violation notices of non-compliance for necessary maintenance items left unattended.

14. No basketball backboard or goal shall be constructed or installed on any Lot as to be visible from Neighboring Property without the prior written approval of the Board of Directors.

### **LANDSCAPE**

1. The maintenance of common areas (Tracts A, B and C) are the responsibility of the HOA.

2. Watering and trimming of plants in front yards is the responsibility of the HOA. Homeowners may opt to trim and maintain their own plants. If plants are not properly maintained however, the HOA has the right to return the maintenance of the plants to the landscaping company providing that two notices of violation have been given to the Homeowner and the violation has not been corrected.

3. Changes to front yard landscaping must follow plant guidelines and must be approved by the Board of Directors. Attached to this document as Attachment A is the Casa La Paloma Landscape Plant List.

4. Any damage to the watering system or electrical wiring caused during replacement, addition or removal of plants by a Homeowner, will be the responsibility of the Homeowner to correct at his or her expense.

5. If the board determines that a violation has occurred, the board may take action to correct the violation and the Homeowner will be assessed the cost.

6. Plants, bushes and trees must be properly maintained and kept to a reasonable height. Bushes in front courtyards and in yards around the pool area may not be allowed to grow over the height of the walls that they are against. Trees must also be properly maintained and trimmed so as not to cause excess debris going into the pool area and clogging the filtering system.

### **ARCHITECTURAL CHANGE**

1. No Homeowner, tenant or contractor shall make any structural exterior change without submitting an architectural change form and receiving prior written approval from the HOA Board. All requests must be in writing with pictures, plans and specifications, showing the nature, kind, shape, height, width, color, materials and location of the requested change. The HOA Board will have 30 days to reply to all submissions.

2. Homeowner, tenant or contractor, prior to the commencement of any approved exterior change, must obtain the proper permit from the City, if required.
3. It is the Homeowner's responsibility to maintain the exterior front walls, fascia, soffits, gates, windows and garage doors of their home.

### TEMPORARY STRUCTURES

1. Due to the limited space in the front and back yards, the following guidelines have been established for the use of temporary structures. All requests must be submitted to the board and approved prior to the commencement of assembly. The board will have 30 days to respond to all requests. With the request, please include dimensions, materials, colors and, if possible, a photo of the proposed structure. Once approved, the assembly may begin.
2. All temporary additions are to be well maintained by the Homeowner and kept in proper working condition. If the temporary structure is deemed by the board to be in an objectionable condition, the board has the right to require the homeowner to remove the structure. The owner will then have 2 weeks to comply. After 2 weeks fines will be issued following the HOA fine structure.
3. Temporary building structures (e.g. sheds) must be made of durable metal or PVC material. The structure may not be more than 2 feet over the wall and must be a neutral earth tone that will coordinate with the body color of the building. No loud colors or patterns will be permitted. Sheds that are lower than the wall do not need prior authorization.
4. Shade screens may be used over windows and on patios. They must be a neutral earth tone (e.g. beiges or browns) that coordinates with the body color of the building.
5. Sun sails and shade umbrellas may be used in yards. Sun sails must be a neutral earth tone that coordinates with the body color of the building. Shade umbrellas must be a solid color, preferably a neutral earth tone. Sun sails and sun umbrellas must be well maintained and kept in proper working condition by the homeowner.
6. It is the homeowner's responsibility to maintain the exterior front walls, fascia, soffits, gates, windows and garage doors of their home.

### POOL

1. Pool hours are Sunday through Saturday, 6 a.m. to 10 p.m.
2. All persons use the pool at their own risk; no lifeguard is on duty. Children under the age of fourteen (14) are not allowed in the pool area unless accompanied by an adult. Babies in diapers are not allowed in the pool without swimming diapers.

3. The pool is for the exclusive use of the residents and the residents' guests. The number of pool guests is limited to six (6). Over six (6) guests will be considered a special event and the board must be notified,
4. The gates to the pool area must be closed and latched at all times and not kept ajar or propped open. This is a Maricopa County Ordinance and the pool is subject to closure if this is not rigidly controlled.
5. No pets or animals are allowed in the pool areas (Health Department Regulations).
6. No glass containers shall be brought into the pool area. Clean-up and proper arrangement of chairs and loungers are the individual user's responsibility.
7. There will be no running, undue splashing, horseplay or obscene language.
8. Please do not create excessive noise that disturbs other residents.
9. Residents will be responsible for the expense incurred by damages caused by their children or guests.
10. Only persons dressed in swimwear are allowed in the pool. No street wear (T-shirts, cut-offs or similar attire) is allowed.

## PETS

1. Only domestic dogs, cats, fish and birds inside cages may be kept as household pets. No exotic animals such as monkeys, reptiles, wild animals. etc., shall be permitted on the premises.
2. No more than four (4) domestic animals are permitted in each home. Of that total number, no more than two dogs greater than 25 pounds each are permitted. Cats must be indoor cats.
3. All pets must be on a leash when outside your home. **Pet owners are required to immediately clean up after their pet.** All pets shall be directly under the owner's control at all times. Pets shall not be tied up in common areas. No pets are allowed in the pool area (Maricopa County Health Regulation).
4. A fine may be imposed on a pet owner if the pet makes unreasonable noise or becomes a nuisance.
5. No structure for the care of, housing or confinement of any animal shall be maintained so as to be visible from the street or neighboring property.

6. If any animal is found loose in the Community, Animal Control may be called to collect the animal at the owner's expense.

### **VEHICLE RESTRICTIONS, OPERATION, AND PARKING**

1. **NO ON-STREET RESIDENT PARKING.** Resident parking is limited to garages and carports. Resident means an individual occupying or residing in any Residence, including Lessees and the family members of Residents and Lessees (as defined in Section 1.43 of the Casa La Paloma CC&Rs). Guests of Residents or Lessees should park on the north side of the property if parking overnight. If guests will be visiting more than four (4) days, please notify the HOA board.

2. No vehicle, boat or trailer of any kind may be constructed, reconstructed or repaired upon a Lot or any other property within the Project except for emergency repairs and repairs within a garage.

3. Only passenger vehicles in proper working order and with current registration, are permitted on streets or in parking spaces. Permanent parking or storage of any vehicle is prohibited, unless concealed within the garage.

4. The Association shall have the right to have any vehicle or other equipment in violation towed at the sole expense of the owner of said vehicle or equipment.

### **RULES FOR RECORDING AN OPEN BOARD MEETING**

1. In order to prevent interruptions, all owner's recording equipment must be in position 5 minutes prior to the start of the meeting.

2. Any recording equipment must not produce sound or distracting light emissions.

3. All owners utilizing recording equipment must set up the recording equipment in the place designated by the association or in a location that doesn't disturb the board while the board is conducting the meeting.

4. All recording equipment is the responsibility of the owner; the association is not obligated to provide equipment.

5. If any recording equipment fails, the association will not stop the meeting while the equipment is reset.

6. No recording of a meeting shall be posted, or otherwise made available on the internet, without the written consent of the board.

**Casa La Paloma**

**Addition to Rules and Regulations regarding estate and yard sales**

**January 23, 2018**

**ESTATE and YARD SALES**

1. A maximum of one (!) estate or yard sale per a six (6) month period is permitted on the Casa La Paloma property.
2. A formal request for the dates (Saturday and/or Sunday) must be submitted to the board at least 30 days prior to the event and approved by the HOA board so that other residents may be notified and invited to participate if they chose.
3. The event is open to all residents choosing to participate in the event.
4. Hours are to be 8 a.m.to 3 p.m.
5. Items may be displayed in the garage but not on the street (Este or Oeste).
6. Parking must be on Maryland, but not on Este or Oeste.
7. Pickups may be done in a timely manner from the resident's home after a sale.

**Casa La Paloma**

**Addition to Rules and Regulations regarding damage claims to HOA**

**(January 23, 2018)**

**PROPERTY DAMAGE CLAIMS**

1. Any claims for damage to a resident's property caused by a project approved by the HOA must be submitted in writing to the HOA Board and the property manager within 15 days of the event. The request must explain the damage, how it was caused and contain accompanying photos showing said damage. The HOA then has 2 weeks to respond to the claim and contact the contractor who caused the damage requesting the compensation for the damage.

## ATTACHMENT "A"

### CASA LA PALOMA LANDSCAPE PLANT LIST

Plant recommendations are based on *Landscape Plants for the Arizona Desert* and *Xeriscape*, two planting guides published by the Arizona Municipal Water Users Association. They can be found at [amwua.org](http://amwua.org) and through the City of Phoenix Water Conservation Office (602-261-8367).

#### Recommended Plant List

Mexican Bird of Paradise	Lantana (all colors)
Ruellia and Katie Ruellia (dwarf)	Bougainvillea
Sage (Texas, Chihuahuan and Autumn)	Mexican Heather
Geraniums	Natal Plum
Boxwood Beauty (dwarf)	Plumbago (blue)
Hibiscus (red, yellow, orange)	Myrtle (dwarf)
Twister Myrtle	Jojoba
Privet	Rosemary (trailing or creeping)
Blue Solanum Shrub	English Ivy
Yellow Bells (broadleaf)	Orange Jubilee
Torch Glow Bougainvillea	Pink Ladies
Fountain Grass	Pyracantha
Fig Vine (creeping)	Little Johns (bottle brush)
Fairy Duster (red)	Cape Honeysuckle
Sago Palm	Pygmy Date Palm
Phoenix Bird of Paradise	Purple Emu
Rose Bushes	Jasmine
Oleanders	Sweet Pea
Seasonal Flowers and Plants with approval	
Cactus can also be planted on property	

Different species of plants may be submitted to the Board of Directors for approval and will be reviewed by the Board of Directors in conjunction with the landscape company for viability in the community. Judgment will be based on root system, area space, sun exposure and current landscape terrain.