

SPYGLASS HOMEOWNERS ASSOCIATION

OPERATING RULES OF THE ASSOCIATION

The Operating Rules of the Spyglass Homeowners Association (Association) as set forth herein have been adopted by the Association's Board of Directors (Board) effective -----, and supersede all prior operating rules or architectural regulations and guidelines.

I PURPOSE AND OBJECTIVES

The purpose of these Operating Rules is to provide a procedure for reviewing necessary submittals to demonstrate compliance with the provisions of the Spyglass Homeowners Association's Covenants, Conditions and Restrictions (CC&R's). A violation of a provision of the CC&R's will subject the Owners of the property to the enforcement procedure as detailed in Article V of the these Operating Rules.

II ARCHITECTURAL SUBMITTAL REQUIREMENTS

A. Plans are required to be submitted for approval for all exterior modifications to homes. The plans must be in sufficient detail to determine compatibility with surrounding homes in the immediate area. Additional details to those submitted may be required. The submittals are to be made through the Association's Management Company for the review and approval process to proceed. The time for approval will depend on the complexity of the submittals and any requirement for resubmittals. A minimum of fifteen (15) days lead-time prior to scheduled commencement of construction should be allowed.

B. Owners are responsible for obtaining any required permits and approval from the Los Angeles County Department of Building and Safety. Copies of any required permits are to be furnished to the Association prior to commencement of construction.

III REVIEW STANDARDS

A. The review of any request for exterior alterations and/or additions to any home will be in accordance with the provisions of the CC&R's. Los Angeles County may have additional requirements such as building codes and setbacks.

B. Building revisions shall conform to the style of homes in the area and may be subject to the input of surrounding Owners.

C. No changes in any manner will be permitted to affect Association Maintained Slope Areas and are not to interfere with the reasonable view of any Owner.

D. Any required grading shall not alter the established drainage design without provision for a satisfactory alternate system.

IV OPERATIONS MANAGER

The Operations Manager is employed by the Spyglass Board of Directors on behalf of the Association and will participate with the volunteer Architectural Committee, when necessary, to review submittals and make recommendations to the Board. An Owner may make a written request to appear before the Board to present his position should his submittal be rejected.

The Operations Manager will then be responsible to monitor the approved modifications and report any deviations to the Board.

V ENFORCEMENT

In the event of any variation from this procedure or non-approved construction, the Board may initiate legal action and pursue the matter in a court of law if necessary. Pursuant to Article XII of the CC&R's, Attorneys' Fees, it is anticipated that legal fees and cost will be reimbursed to the prevailing party.

President
Spyglass Homeowners Association

Secretary
Spyglass Homeowners Association