

West Highlands Pacific Homeowners Association

RECREATION CENTER RULES AND REGULATIONS

Amended September 2021

**THESE RULES AND REGULATIONS, AS UPDATED FROM TIME TO TIME,
AND THE BINDER IN WHICH THEY ARE CONTAINED
ARE TO REMAIN WITH THE PROPERTY UPON ITS SALE
OR OTHER TRANSFER OF OWNERSHIP**

**WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
RECREATION CENTER GUIDELINES
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WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
MEMBERSHIP INFORMATION

The West Highlands Pacific Homeowners Association offers many benefits and advantages to its residents. In order to protect and preserve those benefits, certain limitations and restrictions have been established to serve as comfortable guidelines for enjoying West Highlands Pacific Recreation Center without infringing on the rights and common benefits of all owners.

One of the purposes of the Association is to ensure that the common area amenities are maintained in an attractive manner and are available for the enjoyment of all residents. Your automatic membership in the Association provides a membership base, which shares in the present and future costs of maintaining the community.

The attached Rules and Regulations have been developed with consideration given to providing each resident with the greatest enjoyment of the community's facilities without infringement upon other residents and their rights to the quiet enjoyment of their homes and community.

These Rules and Regulations support the Association's Covenants, Conditions and Restrictions (hereafter the "CC&R's"). For this reason, please be sure to read the CC&R's with care.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
RECREATION CENTER RULES AND REGULATIONS

1. The West Highlands Pacific Recreation Center is open for use by West Highlands Pacific Homeowners, Residents, Tenants, and their guests. Homeowners who have rented or leased their property are not entitled to use the Association facilities.
2. Facility operation hours are as posted at the community website:
<https://westhighlandspacifichoa.connectresident.com/> and at the West Highlands Pacific Recreation Center on the official bulletin board.
3. Guests must be accompanied at all times by their hosting homeowner/tenant. Each residence is limited to a total of five (5) guests at any one time.
4. All areas including the pool, spa, children's pool, exercise room, fireplaces, and covered outdoor seated areas are open for use by homeowners, residents, tenants, and their guests during open hours of operation.
5. Pets are not allowed in the Recreation Center facility with the exception of service animals.
6. The Association is not required to employ personnel to monitor activities at the Recreation Center Facility and therefore cannot be held liable for any injury or damage, which may occur.
7. Homeowners/tenants are prohibited from destroying, removing or altering the landscape regardless of the condition of the plantings.
8. Homeowners/tenants and their children, are prohibited from using the common area slopes or landscaped areas as a play area or access route to other areas. Homeowners will be held financially responsible for any damage to common area landscape caused by them, their children, their tenants, and guests.
9. Trash receptacles are for the disposing of trash generated from the Recreation Center Facilities only. No furniture, appliances or other non-typical household trash items may be placed in the trash receptacles. If recycle bins are available please use the appropriate bin for the appropriate type of trash.
10. Skateboarding, skateboard ramps, roller blades/skates, sports equipment or playing of sports, which are not sponsored by the Association, is prohibited in the Recreation Center including the parking area.
11. For the safety of your children, wheeled toys (i.e., skateboards, tricycles, big wheels, bicycles, scooters, etc.) are prohibited from being used or ridden in the Recreation Center.
12. The use of personal barbecues and/or any other type of cooking device is not allowed within the Recreation Center.
13. WHP is a non-smoking facility. No smoking, including the use of electronic cigarettes, is permitted anywhere within or outside of the facility or in parking areas.

**West Highlands Pacific
Recreation Center Rules and Regulations
Continued**

14. Homeowners/Residents must be sixteen (16) years of age to be permitted to use any exercise equipment without adult supervision. Homeowners/Residents under the age of sixteen (16); fourteen (14) and fifteen (15) years of age must be supervised by a parent or legal guardian at all times when in the gym. Residents fourteen (14) years of age and younger are not permitted inside the gym at any time, with or without supervision.
15. All homeowners/tenants and guests are subject to all restrictions set forth in the governing documents and Rules & Regulations.
16. All areas other than the Clubhouse are open for the community to enjoy on a first come first serve basis.
17. Any violation of the Rules & Regulations may result in fines and/or disciplinary action as allowed in the West Highlands Pacific CC&Rs.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
POOL & SPA RULES

1. Association facilities are reserved for full-time residents of the Association and their guests. Homeowners who have rented or leased their property are not entitled to use the Association facilities.
2. Pool parties without reservations are **not permitted** in the pool and spa areas.
3. No glass or sharp objects are allowed in or around the pool or spa.
4. The American Medical Association Pediatrics Board strongly recommends that children under the age of five (5) should not be exposed to the high temperature of the water in a spa. For safety reasons, the Association strongly urges that children under the age of five (5) years refrain from using the spa.
5. For safety reasons, children under the age of fourteen (14) years old are not allowed in the pool or spa area unless accompanied by a responsible resident adult age eighteen (18) years or older at all times.
6. Children in diapers or who are not potty trained must wear “Little Swimmers” or a similar brand of diaper leak protection while in the pool or spa. The use of ordinary rubber over-pants is inadequate in providing full diaper leak protection.
7. No soap or bath oils are allowed in the pool or spa. Bathers must wipe off excess suntan oil/lotion.
ALL PERSONS MUST SHOWER PRIOR TO ENTERING THE POOL OR SPA.
8. Diving is not permitted in any areas of the pool or spa.
9. No running, pushing, foul language, or boisterous activity shall be allowed in or around the pool or spa areas.
10. Radios, cassette/CD players, and TVs are not allowed to be played in the pool or spa area unless used with earphones.
11. No wheeled toys or vehicles including, but not limited to, skateboards, roller blades, roller skates, bicycles and scooters, are allowed in the pool or spa area.
12. Homeowners/tenants are responsible for placing their litter and debris, and that of their guests, in the trash receptacles prior to leaving the pool/spa area.
13. Floating or inflatable devices larger than 24” (any dimension) are not permitted in the pool or spa without approval from the Recreation Center Office.
14. Appropriate bathing attire must be worn at all times while using the pool/spa.
15. Lockers in restrooms are for day use only. Any lock left on a locker overnight is subject to immediate removal and items inside will be stored in the Association office for a period not to exceed two (2) weeks.

West Highlands Pacific Homeowners Association

Pool & Spa Rules

Continued

16. There are two lanes striped in the pool for laps. Specific hours have been designated for lapswimming. During non-lap times the pool is open to the community for swimming. During lap hours the two lanes are designated for lap swimmers if any are present. Hours are posted on the bulletin board in the Recreation Center or on the community website at <https://westhighlandspacifichoa.connectresident.com/>
17. Use of the pool and spa facilities shall be at a user's own risk.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
EXERCISE ROOM RULES

1. Use of equipment is for West Highlands Pacific homeowners/tenants and their guests only.
2. Each guest must be accompanied by his or her hosting homeowner/resident at all times. Each residence is limited to a maximum of two (2) guests at any one time.
3. Homeowners/Residents must be sixteen (16) years of age to be permitted to use any exercise equipment without adult supervision. Homeowners/Residents under the age of sixteen (16); fourteen (14) and fifteen(15) years of age, must be supervised by a parent or legal guardian at all times when in the gym. Residents younger than fourteen (14) years of age and are not permitted inside the gym at any time, with or without supervision.
4. Shirts and athletic shoes (with non-marking soles) must be worn at all times.
5. Earphones or similar equipment must be used to listen to radios, cassette/CD players, iPods, mp3 players and other portable music listening devices.
6. **Users of the exercise room equipment must have their own towel and wipe down the equipment immediately after use with their towel or with the wipes provided (if available).**
7. Use of the equipment is on a “first come, first served” basis. No equipment can be held for an absent person when others are waiting.
8. Those using the equipment are limited to 30 minutes if a person is waiting to use that equipment.
9. No smoking, including the use of electronic cigarettes, is allowed in the Exercise Room at any time.
10. No food is allowed in the Exercise Room. Non-alcoholic beverages are allowed in spill proof containers.
11. Users are requested to turn off the TV’s when finished with the equipment. Users shall turn off lights and equipment if they are the last to leave the room.
12. Use of the Exercise Room facilities shall be at a user’s own risk. The Association does not provide a defibrillator. Anyone who uses the exercise room does so at his or her own risk.
13. The Association is not required to employ personnel to monitor activities in the exercise room and therefore cannot be held liable for any injury or damage, which may occur.
14. As a courtesy to other gym users, please do not scream, shout, or have loud conversations. Cell phone conversations should be taken outside of the gym as to not disturb other users.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
CLUBHOUSE RULES

1. The Clubhouse facilities are for the use of West Highlands Pacific homeowners (or their assigned tenants), who are current with assessment dues. The use of the facilities by a homeowner/tenant may be restricted by the Board of Directors for violation of the West Highlands Pacific rules, delinquent assessments, or abuse of the recreational facilities or common areas.
2. The Clubhouse facilities may not be used for commercial purposes other than those endorsed by West Highlands Pacific Homeowners Association in which all homeowners or their assigned tenants may participate. Reservation of the facilities by outside organizations, whether or not requested by a homeowner/tenant, is not authorized unless approved by the Board of Directors.
3. Regularly scheduled events shall take precedence over non-regularly scheduled events in any West Highlands Pacific Association, including the sub-associations.
4. In accordance with California state law, no one under the age of 21 shall be served an alcoholic beverage while on the premises. If alcoholic beverages are served at a function held in the facilities, no minors are to be present without parental supervision.
5. Personal barbecues are prohibited in the Clubhouse or Recreation Center area/patios.
6. Reservation of the Clubhouse does not include use of any area other than the inside of the Clubhouse.
7. The Association is not required to employ personnel to monitor homeowner rental functions and therefore cannot be held liable for any theft or damage to personal articles.
8. Any reserved function shall be completely concluded, including any required clean up, by the posted closing hour for the Recreation Center. The Board of Directors, at its sole discretion, may approve a later event conclusion time. Such approval must be in writing from the Board of Directors.
9. The renter shall arrange for all pick-ups and deliveries (if any) to be made the day of the event. No items will be stored in the clubhouse or any other common area and the Association will not be responsible for any lost or stolen items.
10. The renter shall warrant that there will be no charge imposed upon his/her guests for admission, food, beverage, or entertainment on the premises. West Highland Pacific sponsored events may utilize an admission or user fee to recoup expenses.
11. The West Highlands Pacific Homeowners Association reserves the right to close any of the facilities at any time to repair, clean, and maintain premises. The association will give notice when feasible and make every attempt to do any scheduled maintenance in the off season.
12. West Highlands Pacific Homeowners Association reserves the right to close down any event that does not comply with the governing documents or safety consideration or if any illegal activity has occurred.
13. The City of San Diego Fire Department allows a maximum occupancy of **87** persons in the Clubhouse. Events that exceed this amount will immediately be shut down.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
BIRTHDAY POOL RESERVATIONS

1. Birthday pool party reservations at the West Highlands Pacific Recreation Center are restricted to homeowners/tenants, for personal and private parties. Reservations of the facility by outside organizations, whether or not requested by a homeowner/tenant, are not permitted.
2. Pool birthday parties are allowed at the West Highlands Pacific Recreation by registration only.
3. Pool birthday party reservations/rental may be made as many as sixty (60) days in advance but no less than ten (10) working days in advance of the event date.
4. An application for reservation of the facility must be made by homeowners/tenants, through the management office representative(s). The applicant must be present during the entire period of time during which the facility is in use under such reservation.
5. A refundable security deposit of \$200 (check only) is required prior to a reservation being finalized.
6. Pool birthday party reservations are for two (2) hours.
7. Pool birthday party reservations are limited to fifteen (15) guests.
8. Proof of \$300,000.00 certificate of insurance, naming West Highlands Pacific Homeowners Association additionally insured on the event date is required prior to a reservation being finalized.
9. Compliance with all Rules and requirements as outlined in the rental agreement is mandatory.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
CLUBHOUSE RESERVATIONS

1. The reservation of the Clubhouse is restricted to homeowners/tenant, for personal and private parties. Reservation of the facility by outside organizations, whether or not requested by a homeowner/tenant, is not permitted.
2. The reservation of the Clubhouse does not include pool, spa, exercise room, fireplace or covered seating area. All outdoor areas are reserved for use by the general membership on a first come first service basis.
3. Regularly scheduled West Highlands Pacific functions shall have priority in the reservation of the facilities for open dates.
4. Proof of a \$300,000.00 certificate of insurance, naming The West Highlands Pacific Homeowners Association additionally insured on the event date is required prior to a reservation being finalized.
5. A refundable security deposit of \$500 (check only) is required prior to a reservation being finalized.
6. An application for reservation of the facility must be made by homeowners/tenant, through the management office representative(s). The applicant must be present during the entire period of time during which the facility is in use under such reservation.
7. Reservations may be made as much as sixty (60) days in advance but no less than ten (10) working days in advance of the event date.
8. Homeowners/tenant reserving the Clubhouse must supply the Association with a copy of an insurance certificate naming the Association additionally insured within 10 days prior to the event or the reservation will be forfeited.
9. Maximum occupancy permitted within the Clubhouse, in accordance with fire department regulations, is **87** persons. Events that exceed this amount will immediately be shut down.
10. Amplified music is not allowed after 10:00 p.m. and shall be kept at a level as to not disturb other Residents utilizing the Recreation Center at all times. The party shall be completely concluded, including any required cleaning, by the posted closing hour of the Recreation Center, unless otherwise approved, in writing by the Board of Directors.
11. During the rental of the Clubhouse, the doors must remain closed at all times and shall not be propped open.
12. Compliance with all Rules and requirements as outlined in the rental agreement is mandatory.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
RESIDENT IDENTIFICATION – TENANT REGISTRATION

1. The Association will issue each resident/tenant an access card for each resident/tenant over the age of fourteen (14). Proof of residence and a completed application must be submitted to the management company of the West Highlands Pacific Homeowners Association prior to the placement of identifying information into the Association's community access database and directory. Applications may be obtained from the management company. Homeowner/tenant identification must be transferred immediately upon the sale or lease of a home to a new owner or tenant.
2. All residents must adhere to all statements signed by them upon completion of their resident identification form and any revisions adopted by the Board will supersede all previously signed statements.
3. Access cards will be issued to owners upon completion of their resident identification form. Access cards for tenants, nannies and long term guests will be \$20.00 for each card. Replacement of lost/damaged access cards will be \$20.00.
4. Any lost resident access cards must be reported to the Association's management company and will be subject to the applicable lost identification provisions of the Association's Policies and Guidelines prior to any issuance of replacement identification.
5. It shall be the obligation of the legal owner to register their tenants by completing all appropriate forms and providing the necessary information to the management company.
6. All residents/tenants are required to be in possession of their resident/tenant access card in order to enter any Recreation Center Area Facility. All residents/tenants are required to show their resident/tenant access card when requested by police, security guards, and management employees. Failure to do so will subject the resident/tenant to immediate removal from the facility.
7. Children under the age of fourteen (14) must be accompanied at all times by a responsible resident adult who shall be no younger than eighteen (18) years of age while present in the Recreation Center Area Facility.
8. Guests must be accompanied by their sponsoring homeowner/tenant at all times.
9. Resident access cards may only be used by the registered resident/tenant(s) to whom it was assigned.
10. Residents found to be involved in the unauthorized transfer of resident/tenant access cards shall be subject to the forfeiture of their resident identification, suspension of West Highlands Pacific Homeowners Association common area privileges for a period of 30 days, and/or an assessment (fine) for each occurrence.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
TENANT RULES AND REGULATIONS

1. Homeowners shall have the responsibility to acquaint and inform their tenants and guests with the Rules and Regulations of the Association and inform them they are subject to said Rules and Regulations and the West Highlands Pacific Homeowners Association Governing Documents.
2. Homeowners shall be required to register their tenants with the West Highlands Pacific Homeowners Association. Please contact the management company for a tenant registration form.
3. A copy of the CC&R's, Rules and Regulations and Architectural Guidelines shall be provided by homeowners to their tenant or lessee.
4. For the purpose of these Rules and Regulations, a tenant shall be defined as anyone in possession of a homeowner's home in exchange for any sort of consideration, or at the sufferance of the homeowner.
5. Violations will be assessed against the homeowner for any rule infraction committed by a tenant or guest.
6. A copy of the rental or leasing agreement with the tenants name and contact information shall be provided to the Association by delivery to the Association's management company no later than 7 days upon which such agreement takes effect.
7. Any portion of a Rental/Lease Agreement, or any other agreement concerning any home in the West Highlands Pacific Homeowners Association, whether oral or written, that conflicts with the West Highlands Pacific Homeowners Association's Governing Documents is superseded by the West Highlands Pacific Homeowners Association's Governing Documents.
8. Owners must provide Rental/Lease agreements to the Association in order for their tenants to use the Association's facilities. Tenants not registered with the Association may be denied access to the Association's facilities.
9. Access cards to the Recreation Center will be issued to tenants upon verification of lease. The cost will be at \$20.00 per access card.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
VEHICLE PARKING AND TOWING POLICY

1. No overnight vehicle parking is permitted within the Recreation Center parking areas. Vehicles parked over night at the Recreation Center may be towed without notice at the sole expense of the Owner.
2. This policy does not affect the rights of a Homeowner acting on his or her own behalf to remove a vehicle, which the Homeowner believes to be interfering with his or her legal rights. However, no individual owner or resident is permitted to act unilaterally on behalf of or representing the Association in enforcing this policy.
3. Residents may not park their vehicles in the common area spaces for periods exceeding fourteen (14) consecutive hours.
4. No one may park automobiles or trucks of any type that have a width or length that exceeds the lines of the parking space in any of the common area spaces.
5. Pursuant to California Vehicle Code sections 22658, any vehicle parked or stored in violation of these Rules and Regulations may be towed at the Owner's expense and/or the Owner will be subject to monetary fines.

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION
PET RULES

1. Pet rules will be strictly enforced.
2. The Owner of any pet or animal shall at no time allow such animal to run unrestrained on Common Area or streets, sidewalks or pathway areas of West Highlands Pacific and shall at all times have full and complete control over such animal. Dogs shall be leashed when not within the Owner's enclosed yard or Dwelling.
3. Local County and/or municipal animal ordinances will be strictly enforced (i.e., leash laws, picking up animal waste etc.).