

# Welcome to Autumn Wood

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We are certainly glad you chose to live here. In spite of having a few rules, you will find that living in Autumn Wood is enjoyable. You are now part of a great neighborhood community and Association!

The neighborhood encompasses 146 homes within 23 acres, and features a lushly shaded greenbelt, a large swimming pool with Jacuzzi-style spa, and a cabaña for use by the residents. Public streets within the complex are Birchcroft Street, Hampton Avenue, Oak Haven Avenue, and Oakdale Circle.

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## Governing Documents

Each homeowner should have a copy of the Association Covenants, Conditions & Restrictions (CC&Rs), Rules & Regulations, Articles of Incorporation and By-laws. They were made available to you through escrow when you purchased your home in Autumn Wood. (They are probably in one of those boxes stored in your new garage.) It is important that you keep these documents in a safe place as California law requires that these documents be passed on to the new buyer at the time of the sale of your property. Thus, if you do not have these documents when you sell your home, it will be necessary for you (as the seller) to pay a document fee of as much as \$300 so that the new buyer will have them. The moral: Keep all important HOA documents in a safe place. Since you own a home in the Autumn Wood development, you are a member of the Autumn Wood Home Owners Association (HOA) and you are automatically placed on a mailing list. Annually, you will receive a set of documents known as the *Annual Disclosures* that include a copy of the Association budget.

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## Residential Improvements, Changes, And The Architectural Review Committee (ARC)

To you, it's a new property, but you would also like to make some changes or improvements! Change is inevitable and continued upgrading of our homes and neighborhood is desirable. The Architectural Review Committee (ARC) has the responsibility for managing changes to the Association's residences so that the architectural harmony of the neighborhood is not diminished. As we all know, maintaining the overall integrity of our neighborhood's design helps sustain and even potentially increases the property values.

Any modification of a residence that is

- Applied to the exterior,
- Intended to be permanent,
- Visible from the street or Common Area,

is subject to governance by the CC&Rs (Article VI, *Architectural Control*), and possibly the Simi Valley Municipal Code (SVMC). You must have any exterior modification to your residence *approved by the Board of Directors in advance*. To obtain approval, submit a completed Residence Improvement Application (RIA) through the management company to the Board **30** days before you begin making your desired improvement. You can find and download the form on the Association website, [autumnwood.org](http://autumnwood.org).

Some improvements specifically prohibited are: roof-mounted equipment (except solar), specific types of receiving or transmitting antennas, or the modification, alteration or conversion of any garage for domicile use.

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## Association Website

The Association maintains a website with all the pertinent details: [autumnwood.org](http://autumnwood.org).

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## HOA Covenants, Conditions & Restrictions (CC&Rs) - "the Community Rules"

Our revised CC&Rs reflect the most current Association philosophy having developed over the course of 35 years of the Association's evolution, through many civil cases including revisions to the California Civil Code—*Common Interest Development* legislation (the Davis-Sterling Act).

Probably the most important section of the CC&Rs for homeowners to become familiar with is Article VII, *Use of Property and Restrictions*. This Article, with its subjective paragraphs, sets forth specific residential restrictions that may be encountered by individual homeowners - most of which are just common sense reminders. A few to mention here:

### **Quiet Enjoyment**

No owner may interfere with the rights of quiet enjoyment of the other members of the community. Examples would be unreasonable noises, nuisances, and/or immoral or illegal acts.

### **Maintenance Responsibilities**

Homeowners are expected to maintain their properties. Driveways should be kept clean and free from oil stains, nor are inoperable vehicles permitted to be stored there. In spite of any drought, front yards must be maintained; not necessarily green but groomed and weed-free. Residences should be kept in good repair; that means seasonal and routine maintenance. Although you just moved in, curb appeal is important for the sake of the Community and property values. Your side gate is also an item which is often inadvertently neglected. Side gates are important other than just aesthetically in need of paint and repair; it keeps trouble out and family possessions and pets in.

### **Pets**

Speaking of pets, household animals such as dogs or cats may be kept on a homeowner's lot, subject to City rules and regulations as adopted by the Board of Directors. No animals can be kept, bred or maintained for commercial purposes.

### **Enforcement**

To encourage homeowners to comply with the CC&Rs, the California Civil Code authorizes the Association to establish a fines and penalty structure complete with due-process hearings, Internal Dispute Resolution/Alternate Dispute Resolution (IDR/ADR) options, and civil (judicial) litigation.

On a schedule, representatives of the management company walk through the community to assess the level of homeowner compliance to the Association's standards and governing documents. Infractions are addressed with all parties through a series of correspondence. The expectation is for the homeowner to take action to remedy the infraction within a reasonable, documented timeframe.

For authoritative and more complete information, refer to the CC&Rs. If you are not sure of any rule or regulation, please contact our property manager for clarification.

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## Property Management Company

In spite of the ostensible burden of all the civil requirements to operate our Association, a property management company is employed by the Board of Directors to facilitate the necessary day-to-day functions of a "front office" to include customer service, direct vendor control, and financial record-keeping and billing. The central figure representing the property management company to the Association is the Property Manager. This individual should be the first line of contact for the homeowner. You will find the property management information as well as the manager's name and number on the homeowner account invoice. Be sure to make note your account number. Our manager(s) are well-versed with the CC&Rs and certainly can answer your questions as a new homeowner as well as offer advice on how to accomplish your goals.

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## Homeowner Assessments, Fees, Delinquencies, and Liens

Each month of its operation, the Association incurs a variety of debts for the utilities and the varied maintenance efforts for the pool and common areas. As members of the Association, each homeowner provides a portion of the funds required to meet this debt in the form of a monthly Assessment (also known as "HOA dues"). It is these assessments that pay for water, lighting, heating, landscaping costs, and repairs to the common area: the pool, spa, and greenbelt, as well as pay for insurance premiums, newsletter and website fees, management agent payroll, asset replacement, security costs, and a few civil licenses.

Assessments not paid by the homeowner on or before the due date will be considered delinquent. Delinquent assessments will be subject to late charges, established by the board in compliance with California Law, and can also accrue interest at 10% from date due.

Currently, if an account shows a delinquency over 60 days, the Association or its designated collection agent, will send a pre-lien letter by certified first class mail to the owner's mailing address of record advising of the delinquent status of the account and impending collection action. If the owner fails to pay the amounts set forth in the pre-lien letter within thirty (30) days of the date of that letter, the Association will authorize the collection agent to record a lien for the amount of any delinquent assessments, late charges, interest and cost of collection, including attorneys' fees against the owner's property. The Association Delinquency Policy posted on the website fully discloses this process.

If you have questions regarding your account balance please contact the management company during business hours.

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## Unique Features

Two noticeable features within the Association that you may not have heard before: *Zero-Lot Line Lots* and a *Driveway Landscape Easement (DLE)*.

**Zero-Lot Line Lots** are unique to our community. By definition, one outer wall of the residence sits directly on the property line. Unlike other conventional residences in Simi Valley where the house sits within five feet from the property line, zero-lot line houses are constructed with an authorized variance to that building code requirement, yet still meet the fire safety requirement between strictures. This zero-lot line provision also comes with a mandated easement so that no homeowner is denied the ability to maintain their residence. CC&R Article X elaborates fully.

**Driveway Landscape Easement.** Another unique feature is the responsibility of the adjacent homeowner to maintain the two foot parcel of landscape next to their neighbor's driveway. See CC&R Article IX, section 9.4 for a complete explanation of that requirement.

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## Common Areas

The Autumn Wood HOA Common Area includes the centrally located greenbelts and pool/spa area. These areas have been designed for the use and pleasure of Autumn Wood homeowners and their guests only.

In keeping our neighborhood enjoyable for all, loud noise generators which includes large group gatherings, parties, radios and stereos are prohibited in the Common Area. Activities or games which are potentially dangerous to others or destructive to property are also not permitted in the common area. Each homeowner is responsible for the conduct and actions of themselves, their children and their guests.

If you walk your pet in the common area, please keep your animal on a leash at all times. You are expected to pick up any excrement your pet may leave behind; failure to do so may result in a fine.

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## Pool and Spa Area

Autumn Wood has a large community pool and spa for members to enjoy. Only a minimum number of rules are required if courtesy and consideration are demonstrated to others.

All residents and guests swim at their own risk.

No lifeguard is on duty.

The pool gate must remain closed at all times. Please do not open the gate for anyone other than those in your party. Ask your children to abide by the same rule.

Homeowners are issued one (1) pool key card. Allowing anyone to use your pool key card, who is not a resident, is prohibited. A replacement key card is available, for a fee.

All residents are responsible for the safety and supervision of their own families and guests. While in the pool area, children under fourteen must be supervised by an adult over the age of 18. No alcoholic beverages or drugs are permitted; smoking or vaping is also prohibited.

### Pool and Spa Hours:

Sunday through Thursday: 6:00 a.m. -10:00 p.m.  
Friday and Saturday: 6:00 a.m. -11:00 p.m.

Closing times are strictly enforced. Anyone in the pool area after-hours will be reported to the police.

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## Association Meetings

The Association has one annual meeting in June, when the members of the Association elect candidates to fill available seats on the Board of Directors. This is also a forum where members may vote on issues which may affect the Association, whether it be an amendment to the CC&Rs, a change in the assessment (dues), a Special Assessment levy to cover some unexpected cost, or some other issue.

In addition to the annual meeting, the Board of Directors meets monthly (except in December) to manage the business operations of the Association, discuss upcoming issues, and act upon items of common interest to all homeowners. All these meetings are open to the membership; all homeowners are encouraged to attend. The Association also maintains a website ([autumnwood.org](http://autumnwood.org)) where all pertinent information is posted, including monthly meeting schedules, minutes for previous meetings, an Annual Event Calendar, the fiscal year budget, an electronic version of the governing documents (By-Laws, CC&Rs, Rules and Resolutions), the latest newsletter, and architectural specifications and forms.

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## Properties for Rent or Lease

Any homeowner leasing or renting their home, must provide the Association, through the management company, with the name(s) of their tenants as well as their new off-site mailing address. It should be obvious that the landlord must provide the tenants with a copy of the Autumn Wood Homeowners CC&R's.

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## City of Simi Valley

For emergencies, call **911**. Police business: (805) 583-6950. Crime Prevention: (805) 583-6908.

Trash day is Thursday. *GI Rubbish* serves the neighborhood; call (805) 522-9400 for more information. Waste cans and other containers, clotheslines, woodpiles, storage boxes, tools or equipment, tool sheds, dog houses, and stored goods must be kept in an area on the lot that cannot be seen from the common area or the public streets

Streets are maintained by the City. All applicable Simi Valley Municipal Codes and ordinances governing public streets are enforced within the neighborhood. All vehicles parked on the streets and driveways must be operative and moved at least every 72 hours. No recreational or commercial vehicles may be parked on the street, nor are boats, boat trailers, or utility trailers allowed to remain on the street unattached. The street sweeper arrives monthly on the second Tuesday.