



April 6, 2009

RE: CASTELLINA NEIGHBORHOOD CORPORATION
ADOPTED MOTOR VEHICLE POLICY

Dear Castellina Neighborhood Corporation Homeowner:

Enclosed, please find a copy of the revised Castellina Motor Vehicle Policy which will go into effect in thirty days, or on May 7, 2009. Please read this policy carefully. It is recommended that this document be retained with your other property records for future reference.

Should you have any questions, please do not hesitate to contact the undersigned at (949) 838-3259 or by e-mail at mwinter@keystonepacific.com

Sincerely,

At the Direction of the Board of Directors,
Castellina Neighborhood Corporation

Melissa Winter
Community Association Manager

Enc.

Professionally Managed by:

Keystone Pacific Property Management, Inc.

16845 Von Karman Avenue, Suite 200 · Irvine, CA 92606-4960 · Tel (949) 833-2600 · Fax (949) 833-0919

www.keystonepacific.com

CASTELLINA MOTOR VEHICLE POLICY

NOTICE: This Castellina Motor Vehicle Policy is effective as of May 7, 2009, and supersedes all prior rules and regulations concerning the parking of motor vehicles and trailers within the development known as Castellina (*Castellina*).

DEFINITIONS. The following terms shall have the meaning ascribed thereto.

Exempt Vehicle means any Vehicle which (i) by reason of its dimensions is determined by the Board of Directors of Castellina (the *BOD*) in its sole discretion (and based on a compelling reason beyond convenience to the Owner), to be impractical to be parked in the driveway or garage of its Owner, and (ii) prominently displays a current Vehicle Pass. Any such determination by the BOD may be subject to (xi) review by the BOD at any time, and (xii) reversal following thirty (30) day written notice to the Owner, upon any change of circumstances as determined by the BOD in its sole discretion. As examples:

- An Exempt Vehicle may be (i) a handicap accessible van which by reason of the handicap conversion cannot be parked in the driveway or garage of its Owner, or (ii) a Vehicle of an Owner having moved into a Property within 30 days of close of escrow or entering a Lease with respect to the Property.
- An Exempt Vehicle may not be (i) a vehicle modified for off-road purposes which because of its height or length cannot be parked in the driveway or garage of its Owner, or (ii) a Vehicle which cannot be parked in the driveway or garage of its Owner for reason of lack of space; it being the responsibility of an Owner to keep his/her garage and driveway readily available for parking of Vehicles and not for storage of other personal property or use as a workspace if such storage or use would prevent parking of Vehicles in such space.

Guest means an individual temporarily residing in a Property for up to 30 days during any 90-day period, and *Guest Vehicle* means any Vehicle operated by a Guest and properly displaying a current Vehicle Pass.

Owner means either (i) the title holder(s), collectively, of any residence within Castellina (*Property*), residing at the Property, or (ii) in the event that the Owner has entered into a written lease (*Lease*) with respect to the Property and does not reside at the Property, the tenant(s), collectively, under the Lease, residing at the Property, or (iii) an individual residing in a Property for more than 30 days during any 90-day period.

Vehicle means any motor vehicle currently registered with the California Department of Motor Vehicles, in good operating condition and used exclusively for passenger travel, and not (i) a commercial vehicle as defined by the California Vehicle Code, (ii) a recreational vehicle, including motor homes and truck campers, (iii) a trailer of any type and (iv) a non-operational vehicle; all vehicles and trailers listed in (i) thru (iv) being *Prohibited Vehicles/Trailers*.

Vehicle Pass means a placard or decal validly issued in accordance with this Policy and prominently displayed on the left-front windshield or left-front dashboard of a Vehicle and indicating the date(s) during which the Vehicle may be parked on any street. In the case of a Guest Vehicle, a Vehicle Pass may be issued for up to 7 consecutive days in any 30-day period, absent specific authorization by the Board or authorized agent of the Board.

PERMITTED VEHICLES. All streets within Castellina are private streets. No motor vehicle other than a

Guest Vehicle or a Vehicle in compliance with the following restrictions, may be parked (except for temporary loading or unloading not to exceed 10 minutes) anywhere within Castellina, except in the Owner's garage.

1 Vehicle. An Owner maintaining only one Vehicle within Castellina may not park such Vehicle on any exclusive-use driveway, shared driveway or street within Castellina.

2 Vehicles. An Owner maintaining only two Vehicles within Castellina may not park such Vehicles on any exclusive-use driveway, shared driveway or street within Castellina, excepting, however, if one such Vehicle is not a motorcycle and parked in the Owner's garage, the second Vehicle:

- (a) may be parked on such Owner's exclusive-use driveway (and not on any shared driveway or street), or
- (b) if such Vehicle is an Exempt Vehicle, the Exempt Vehicle may be parked on any street (and not on any shared driveway), provided such Exempt Vehicle is maintained in clean and good order and in regular use (i.e., moved every 24 hours).

3 Vehicles. An Owner maintaining only three Vehicles within Castellina may not park such Vehicles on any exclusive-use driveway, shared driveway or street within Castellina, excepting, however, if two such Vehicles are not motorcycles and are parked in the Owner's garage, the third Vehicle:

- (a) may be parked on such Owner's exclusive-use driveway (and not on any shared driveway or street), or
- (b) if such Vehicle is an Exempt Vehicle, the Exempt Vehicle may be parked on any street (and not on any shared driveway), provided such Exempt Vehicle is maintained in clean and good order and in regular use (i.e., moved every 24 hours).

4 or More Vehicles. An Owner maintaining four or more Vehicles within Castellina may not park such Vehicles on any exclusive-use driveway, shared driveway or street within Castellina, excepting, however, if two Vehicles are not motorcycles and are parked in the Owner's garage, the other Vehicles:

- (a) may be parked on such Owner's exclusive-use driveway (and not on any shared driveway or street), or
- (b) if one such Vehicle is an Exempt Vehicle, the Exempt Vehicle may be parked on any street (and not on any shared driveway), provided such Exempt Vehicle is maintained in clean and good order and in regular use (i.e., moved every 24 hours).

ENFORCEMENT.

Vehicles parked in any fire lane (including any fire lane driveway designated as such by applicable CC&Rs) or within fifteen (15) feet of any fire hydrant within Castellina shall be subject to immediate towing without advance notice to the Owner, at the Owner's expense.

Vehicles parked on any street (not a fire lane) within Castellina without a properly displayed Vehicle Pass shall at first be issued a written citation and shall be subject to immediate towing at the Owner's expense in the event that with the passing of 24 hours following citation, the Vehicle is again parked on any street within Castellina.

Vehicles parked, except for temporary loading or unloading not to exceed 10 minutes, in any shared driveway within Castellina shall be subject to immediate towing without advance notice to the Owner, at the Owner's expense.

Prohibited Vehicle/Trailers parked within Castellina shall be subject to immediate towing (without advance notice to the Owner) at the Owner's expense.

Vehicles parked on or over any portion of a sidewalk within Castellina shall at first be issued a written citation and shall be subject to immediate towing at the Owner's expense in the event that with the passing of 24 hours following citation, the Vehicle is again parked on or over any portion of a sidewalk within Castellina.

Vehicles not otherwise subject to this Policy and meeting the definition of a Stored Vehicle as defined by the California Vehicle Code, shall be subject to towing at the Owner's expense in the event that with the passing of 96 hours following citation, the Vehicle is not relocated.

Within 7 days of written request by the BOD, an Owner shall respond in writing to the BOD request and provide to the BOD one or more photograph(s) of such Owner's garage in order to substantiate such Owner's compliance with this Policy.