



**Leisure World**  
*Arizona*

**RULES AND REGULATIONS**

**Adopted on April 17, 2019**

**LEISURE WORLD COMMUNITY ASSOCIATION (LWCA)**

**RULES AND REGULATIONS**

**April 17, 2019**

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**LEISURE WORLD COMMUNITY ASSOCIATION (LWCA) RULES AND  
REGULATIONS  
April 17, 2019**

**CHAPTER I**

**INTRODUCTION**

1-101      **PURPOSE**

The Leisure World Community Association (LWCA) is the name of our Community's organization, incorporated in Arizona. Rules and Regulations provide the guidelines and tools necessary to manage and regulate a quality active adult community. LWCA Rules and Regulations are applicable and enforceable for all Leisure World owners, occupants, and guests authorized for entry on a manor's guest list. In addition, the LWCA Rules and Regulations: 1. Provide for residents and guests to enjoy LWCA facilities and amenities. 2. Help protect the health, safety, rights and property values of LWCA Residents. 3. Define expected acceptable behaviors of community residents and establish appropriate limitations and penalties.

1-102      **GOVERNING BODIES**

LWCA is regulated by Federal, State and County laws. In addition, the LWCA is regulated by the Declarations of Covenants, Conditions and Restrictions (CC&Rs). The Articles of Incorporation filed with the state define our corporate behavior. The Bylaws give the Board of Directors the power to make, and the duty to enforce, Rules and Regulations for the LWCA.

1-103      **RULES AND REGULATIONS REVISIONS**

Rules and Regulations (Rules) are established and/or modified by a majority vote of the Board of Directors. Appeal of any interpretation may be made to the Board of Directors in writing. In the event these rules conflict with Arizona Revised Statutes, the Arizona Revised Statutes will take precedence. See Glossary for definition.

1-104      **ENFORCEMENT RESPONSIBILITY**

Any person who violates these Rules may be subject to fines and/or sanctions. The Community Manager or designee is responsible for the enforcement of the rules and implementation of fines and/or sanctions in accordance with the schedule of fines. (See Schedule of Fines, Chapter 9) All owners, occupants and guests are responsible for being knowledgeable of the LWCA's Rules.

**RULES AND REGULATIONS (RULES) VIOLATIONS**

- A. Violations of the Rules set forth herein may result in a fine pursuant to the Schedule of Fines as set forth in Chapter 9 of these Rules.
- B. Reporting Violations: Rules violations should be reported to the Departments Supervisors or by submitting a Form # 2 to Administration. Suspected violations may also be submitted to Security by telephone.
- C. Procedures for Handling Reported Violations: Management will investigate the reported violation and if necessary take corrective action as warranted.
- D. Hardship Exemptions: Hardship exemptions may be petitioned to the Community Manager or designee in writing by the property owner and/or the authorized party. Exemptions based on hardship will be reviewed on a case by case basis and submission of a petition in writing does not guarantee the LWCA will grant an exemption.

**CHAPTER II****MANOR REQUIREMENTS AND RESPONSIBILITIES****RESIDENCY REQUIREMENTS****WHO MAY LIVE IN LEISURE WORLD**

- A. Age Restrictions: Age restrictions are prescribed in the CC&Rs. LWCA requires that at least 80% of the manors have at least one occupant who is 55 years of age or older. No guest may reside within LWCA for more than 60 days in any calendar year or 60 days in any six-month period. Guests under the age of 45 who are not owners may not reside in LWCA - for any period unless an owner or renter who meets the required age specifications is in the residence at the same time. All residents must provide age verification to Administration prior to moving into LWCA – through reasonably acceptable documentation i.e. driver’s license, passport or other governmental identification.
  - 1. Owners, Renters, and Occupants: The age restrictions apply to all occupants whether owners, renters, or other occupants, regardless of whether such occupancy is a result of a written or verbal agreement, rental agreement, installment sales agreement, purchase contract or other agreement or arrangement.

2. Age Restrictions Exceptions Requiring Board Approval:

- a. Loss of all Occupants 55 years or older: If all occupants of a manor who are 55 years of age or older die, terminate occupancy as a result of illness, divorce or legal separation, the LWCA shall have the right to elect to allow the remaining occupant or occupants of the manor in question to remain as occupants without violation of the Rules, so long as at least 80% of all manors in Leisure World continue to be occupied by at least one person 55 years of age or older; and all remaining occupants of the manor in question are at least 45 years of age or older.
- b. Owners under the age of 45: Owners under the age of 45 who wish to remodel a manor they have purchased may temporarily occupy the manor for no more than 60 days in any calendar year or 60 days in any six-month period. Guests under the age of 45 who are not owners may not reside in a manor for any period unless an owner or renter who meets the required age restriction resides in the residence at the same time.

3. Age Verification: All occupants must furnish to the LWCA proof of age and documentation reasonably acceptable to the LWCA. Such documentation must be furnished within 3 business days after occupancy by an occupant who has not previously furnished age verification documentation. All records shall be maintained on a confidential basis and shall not be used for any purpose other than verification of compliance with Fair Housing Act and Regulations there under and shall not be available for inspection or use for any other purpose without the order of a court of competent jurisdiction. In addition to LWCA rules, the Department of Housing and Urban Development (HUD) requires all communities providing housing for occupants age 55 and older to verify age qualifications of occupants, and to update the occupancy information not less than every 2 years.

B. Sex Offender/Felony Rule: No person who is required to register as a sex offender pursuant to the Arizona Revised Statutes may be a resident of LWCA. No person who has been convicted of a felony may reside in LWCA. Any exceptions require approval of the Board.

## MANOR REQUIREMENTS

### 2-201 REAL ESTATE ADVERTISING REQUIREMENTS

All advertising for sales, rental or related material for manors must include reference to LWCA as a 55-Plus Community and all agreements, rentals or other occupancy arrangements must disclose the existence of these Rules.

### 2-202 DELINQUENCIES

Any person more than 15 days delinquent in any payments to the LWCA, special or regular, may be deprived of the use of LWCA facilities. A lien may be placed against the property and collection will begin in accordance with the LWCA policy.

Additionally, any payment due to the LWCA that is 30 days late or more will incur a late fee as follows:

- A. LWCA Assessments - 10% or \$25.00 whichever is higher, will be charged on all delinquencies.
- B. Communication/Newspaper - 1.5% monthly (based on total balance due)
- C. Golf Membership Fees - 1.5% monthly (based on total balance due)
- D. Recreation Clubs - 1.5% monthly (based on total balance due)

### 2-203 TITLE CHANGE NOTIFICATION AND FEES

Residents shall notify the Community Manager's Office whenever there is any change in title to their manor. LWCA may charge a reasonable fee pursuant to Arizona Revised Statutes to compensate the LWCA for the costs incurred in the preparation of statements furnished by the LWCA pursuant to that section of the ARS. The fee may also include other administrative costs associated with the Transfer of Title. The fee may be established from time to time by the Board Treasurer and Community Manager or designee after consulting with the Director of Finance.

### 2-204 PROPERTY TRANSFERS

All owners who purchase property within the LWCA are subject to a Capital Contribution. If an owner acquired property within the LWCA in any of the following ways, the Capital Contribution shall not apply:

- A. Transfer or conveyance of a manor by devise or intestate succession;
- B. Transfer or conveyance of a manor for estate planning purposes;
- C. Transfer or conveyance of property to a corporation, partnership or other entity in which the grantor owns a majority interest;
- D. Conveyance of an undivided interest in a manor to the then-existing co-owners of the manor; or,
- E. Involuntary transfers of a manor, including but not limited to: deeds after execution sales or trustee's deeds after trustee's sales, unless the Board determines, in its sole discretion, that a material purpose of the transfer or conveyance was to avoid payment of the Capital Contribution in which event a Capital Contribution shall be payable with respect to such transfer or conveyance.

2-205

RESIDENCY IDENTIFICATION

Each owner, non-owner resident, and long-term renter resident of 6 months or more will be issued a picture identification card. A non-refundable fee per card will be charged to long-term renters. The long-term renter card(s) must be renewed at the end of a rental contract if the rental contract has been extended. A non-refundable fee will be charged for renter identification renewals.

The card is non-transferable and will be required as identification for gate entry. The card will not be issued to anyone under the age of 45.

Short-term renters (less than 6-months) will receive a temporary identification card. A non-refundable fee per card will be charged.

All renters and residents are required to register with the Administration Office, provide current age verification and obtain current identification cards. Failure to register may result in a fine per schedule of fines. (See Schedule of Fines, Chapter 9)

2-206

OCCUPANCY LIMITATIONS

No more than 2 people may permanently reside in a one-bedroom unit, no more than 3 people in a two-bedroom unit and no more than 4 people in a three-bedroom unit without the approval of the Association. The number of visitors may exceed these limits for up to 60 days in any calendar year or 60 days in any six-month period.

2-207

RENTAL OF MANORS

- A. An owner who rents a manor must comply with this section of the Rules.
- B. No owner may rent less than the entire manor and no rental may be less than 30 days.
- C. Owners must submit the appropriate rental documentation to LWCA prior to renting.

2-208

PROCEDURE FOR RENTING OF MANORS

- A. Prior to renting any manor, or prior to renewing any current rental, or at the request of the LWCA, an owner or designated representative must submit the following documentation to LWCA:
  - 1. At least 5 business days prior to occupancy, the owner or their designated representative must file a “Renters Occupancy Notification” form signed by the owner or designated representative, in either hardcopy or by electronic filing on the LWCA Website [www.lwca.com](http://www.lwca.com).
  - 2. Upon check-in, renters must register at LWCA and sign an acknowledgement indicating that they have received a renter packet and agree to abide by the LWCA Rules.
  - 3. A signed acknowledgement that the renters understand that persons under the age of 45 years, convicted felons, and registered sex offenders, are not allowed to live in LWCA. The owner or designated representative is responsible to insure compliance with this section. (Ref. LWCA CC&Rs). It is the responsibility of the owner to contact the LWCA with the name of the renter and length of the rental at least 15 days prior to the rental start date or any extensions. The LWCA will then contact the Security Department and other necessary departments with the appropriate renter information. An Administrative fee will be charged.
- B. It is important to note that LWCA will handle all normal resident services for your renter. Owner(s) or designated representatives are responsible for all landlord duties. (See Arizona Residential Landlord and Tenant Act).
- C. All owner(s) or owner(s) designated agent must keep the LWCA Administration updated in writing regarding their contact information, including address, phone number, emergency contact and property management contact information if applicable.

- D. The Board of Directors or their designated agent may grant a hardship exception upon written request. Exceptions will be handled on a case by case basis.

2-209      USE OF COMMON FACILITIES

During the time a manor is occupied by a renter or other person who is not the owner, the right of the owner to use the Common Facilities is automatically transferred by the owner to the actual occupant or occupants and other than as specified below, the non-resident owner or owners shall not have the right to use the common facilities.

Owners, who are at least 45 years of age, but not residents, may purchase golf memberships, which entitle the non-resident owner(s) to the use of Common Facilities limited to the golf course, pro shop and related golf facilities.

**MANOR SAFETY and UPKEEP**

2-301      ALARM SYSTEMS

- A. Fire/Smoke Alarms with audible warnings should be installed and operable at all times.
- B. Intrusion Alarm Systems: Each resident who installs or subscribes to a service providing a mechanical or electrical device (an alarm system) which is used to detect unauthorized entry into a residence or vehicle, or for alerting others of an emergency or the commission of an unlawful act on or within a residence or vehicle, shall be responsible for the proper maintenance and use of the alarm system to ensure compliance with these rules at all times. A sign, not exceeding 12” x 12”, warning of the Alarm System, may be placed in the residence window or on an area in close proximity to the non-condos. Signs will not be placed on grass areas.
- C. No Automatic Dialing Devices: No person shall use or cause to be used any automatic telephone device or telephone attachment that directly or indirectly causes a public primary telephone trunk line to be utilized and then reproduces a pre-recorded message or signal directly to LWCA Security.

2-302      ARCHITECTURAL CHANGE

Except for plants, trees and rocks, an ACC Architectural Permit is required for all exterior changes or alterations per the CC&R's. All requests for changes to the exterior of any manor, including the installation of a new HVAC unit (roof or surface mounted) must be routed through the Facilities Department via the

completion of an ACC Permit Application. The form will be reviewed by the ACC or designee and a permit may be issued to proceed with the desired work.

A handbook of Architectural Control Rules and Procedures is available at the Facilities Office for use in planning improvements/changes, as well as on the LWCA website [www.lwca.com](http://www.lwca.com).

Certain restrictions apply to condominiums, which should be reviewed in the Architectural Control Committee Rules and Procedures handbook.

2-303

## SIGNS

No signs of any kind shall be displayed to the public view from any manor except as provided for in this section.

### A. Real Estate Signs:

1. Non-Condominium residents or their agents may display on their property one commercially produced “For Sale,” or “For Rent sign no larger than 18 inches by 24 inches with one commercially produced 6 inch by 24 inch rider, which shall be located in a double-stake sign holder no higher than 42 inches and no wider than 54 inches. No flyer boxes or tubes are permitted

Golf course lot residents or their agents may place one sign as described above on the front of the lot and one on the rear of the lot facing the golf course.

2. Condominium residents or their agents may display one commercially produced “For Sale,” or “For Rent,” signs, no larger than 18 inches by 24 inches with one commercially produced 6 inch by 24 inch rider, which must be placed on the inside of a window, or on the outside surface of the manor. No flyer boxes or tubes are permitted.
3. Property owners or their agents may display one commercially produced temporary “Open House” sign on the lot in front of the residence. The sign must be no larger than 18 inches by 24 inches. Commercially produced directional signs may be displayed on other private properties with written permission of the property owner. Such written permission must be produced upon inquiry from Security. “Open House” directional signs may also be placed in the common area, as described in Paragraph 4.
4. Open House directional signs may be placed in designated common areas, except in those areas outside the access gates, subject to the following conditions:

- a. The sign must be commercially produced and no larger than 18 inches by 24 inches nor in excess of 42 inches above the ground. Balloons and other accessories shall not be attached to the signs.
  - b. The signs may be placed between the hours of 8:00 a.m. and 6:00 p.m. on the days the manor is open for public viewing and a representative is present at the manor.
  - c. Signs shall not be placed on sidewalks or at locations which block traffic visibility or create a safety hazard. Signs may be placed adjacent to curb of streets provided they do not create a traffic hazard.
  - d. All Open House signs must include contact information the name and phone number (i.e. an attached business card) for the sign owner or representative.
  - e. Security will contact the sign owner and ask them to relocate any sign determined to be a traffic safety hazard, or in violation of other LWCA regulations, or signs that are placed on another owner's manor without written permission. Signs must be moved or removed immediately upon notification. Signs that are not brought into immediate compliance will be removed by Security and fines will be assessed. (See Schedule Of Fines, Chapter 9)
  - f. LWCA shall not be responsible for any Open House signs which are damaged or stolen, and the sign owner shall be responsible for any damages resulting from placement of the sign.
5. All Real Estate "For Sale," and "For Rent," signs must be kept in good repair and condition. If a manor owner or their agent is notified - by an authorized LWCA representative that a sign is not in with this rule, and the sign is not brought into conformance within 24 hours, a fine may be imposed for each day the sign is not brought in compliance. (See Schedule Of Fines, Chapter 9) - If the non-conforming sign still is not brought into compliance, a fine will be imposed for each day the sign is not brought into conformance. (See Schedule Of Fines, Chapter 9) All fines will be levied against the homeowner.
6. Except as provided in this rule, no resident may display any sign on the exterior of a condominium unit, condominium common elements, or LWCA property.

B. Political Signs:

In accordance with Arizona Revised Statutes (ARS), as amended, residents may display Political Signs on their property. Condominium residents may display political signs on their property, including any limited common elements for that unit that are doors, walls, patios or other limited common elements that touch the unit, other than the roof.

The maximum total square footage of all political signs on a resident's property shall not exceed 9 square feet. Residents may not display Political Signs more than 71 days before or 3 days after an election or in accordance with current Arizona Revised Statutes.

2-304

#### EXTERIOR APPEARANCE

- A. Personal property not used for landscape décor, stored at a manor shall be stored in an enclosed area, not visible from the street, walking paths, or adjoining manors. Personal property may be stored in a garage, and garage doors should be closed except when the resident is outside their manor in the immediate vicinity of or working in their garage. Garage doors may be left open up to 12 inches for ventilation.
- B. When it is not feasible to store the garbage, containers provided by Leisure World's garbage collection service in an enclosed area, they may be stored outside in an area providing the least visibility from the street or adjoining property. Definition of least visibility: Not in front of the manor, on the driveway, or near the window of a neighbor. Containers may be stored on the least visible side of the home. Container lids must be kept closed and all garbage/trash must be kept in the container.
- C. No temporary outside window coverings may be installed. Only non-reflective Styrofoam-type covers are allowed for inside use.
- D. No clotheslines of any kind shall be permitted outside the manor. Clothes or items to dry shall not be hung to dry in any location visible from outside the manor.
- E. All flags displayed on individual manors must be kept in good condition without tears, rips, or faded colors.
  - 1. The flags of the United States and the State of Arizona are permitted to be displayed at all manors.
  - 2. Two additional flags may also be displayed.
- F. Holiday decorations shall not be installed more than 30 days prior to the holiday. All exterior holiday string lighting, projection lighting and decorations are required to be removed by the 15<sup>th</sup> day following the holiday.
- G. Landscaping:
  - 1. Living walls between properties shall be kept trimmed.

2. The placement or removal of grass, trees, shrubbery, or other foliage in the common areas of Districts 1, 3 and 7 (new or replacement) is prohibited without the approval of the Community Manager or designee.
  3. All gravel shall be natural color. (Not painted.)
  4. Cholla Cactus is prohibited.
  5. Artificial turf is not permitted within the front yard of any manor.
- H. Any community resource, property or equipment owned, utilized or controlled by Leisure World, including but not limited to water resource, control panels, irrigation, land, tools, supplies, equipment and other assets, may only be utilized, accessed, or altered by Leisure World employees. Residents and/or unauthorized persons are prohibited from accessing, utilizing, altering or restricting of community resources.
- I. Community water, such as household water in district one, shall not be used for landscaping purposes on common grounds.

2-305

MANOR UPKEEP

- A. If any owner fails to maintain their lot (i.e. including weed control, removal and trimming of trees, bushes, plants and palm trees, etc.) or manor (i.e. rotting wood, missing shingles/tiles, or peeling paint) or permits the storage of property on owners lot in violation of these rules, the LWCA after proper notification if feasible shall have the right to enter the owner's property and perform such landscape maintenance or removal of personal property. The cost of such action shall be paid by the owner. Landscaping maintenance includes removal of dead branches and/or trees, bushes, flora obstructing sidewalks, overhang on adjoining property and all other debris. **Removal of ripe fruit from trees by July 1<sup>st</sup> is required.**
- B. Condominium owners are responsible to notify; a) Landscaping regarding need for weed control, or trimming of trees, bushes or palm trees not performed in the normal landscaping schedule; and b) Facilities regarding rotting wood, manor exterior problems. Condominium owners are responsible for the storage of property in the limited common area and the condition of trees, bushes, plants and palm trees in the limited common area. LWCA after proper notification if feasible shall have the right to enter the owner's limited common area and perform such landscape maintenance or removal of personal property that presents a health or safety risk. The cost of such action shall be paid by the owner. Landscaping maintenance includes removal of dead branches and/or trees, bushes, flora obstructing sidewalks, overhang on adjoining property and

all other debris. Removal of ripe fruit from trees in the limited common area by July 1<sup>st</sup> is required.

- C. To deter vermin and reduce the risk of fire and property damage it is required that palm trees be trimmed of dead fronds and foliage annually, by August 31<sup>st</sup>.

**ACTIVITIES**  
**LIMITATIONS AND RESTRICTIONS**

2-401      **ABUSE OF LWCA EMPLOYEES OR VOLUNTEERS**

Abusive behavior including, but not limited to the use of profanity on the part of residents toward the employees or volunteers of LWCA is not appropriate and will not be tolerated. Upon notification of such behavior, the Community Manager or designee is authorized to investigate each incident or incidents to determine the validity of such complaint. If complaint is found to be valid, the offending party or parties may receive a verbal warning, written reprimand, temporary suspension from the use of one or more LWCA facilities for a period of time or be excluded from the use of LWCA facilities. Violators are subject to fines and/or sanctions. (See Schedule of Fines, Chapter 9)

Within 10 calendar days from the notice of such penalty, a resident may appeal the Community Manager's (or designee's) decision by requesting, in writing, a hearing before the Board of Directors, by submitting the written request to the President of the Board. Upon receipt of a timely, written request for a hearing, the Board shall schedule a hearing to be held by the Board in executive session within the next 30 days. The Board shall serve the resident with written notice of the hearing, including the time and place of the hearing, which time shall not be less than 10 calendar days from the giving of the notice. The resident shall have an opportunity to be heard during the hearing, and may produce any statement, evidence and witnesses on his or her behalf. The minutes of the meeting shall contain a written statement of the results of the hearing and the penalties, if any.

2-402      **DUMPING**

Dumping of any kind is prohibited in LWCA. This includes but is not limited to all LWCA provided disposal units and recycling collection units. Anyone caught violating this rule will be liable for the cost of removal of waste. No paint, oil, antifreeze or chemicals of any kind are to be placed in weekly trash, at the Via Norte Maintenance Yard, or any of our trash compactors. They may be taken to designated areas for disposal. (A list of designated areas is maintained at the Facilities Office). No appliances, water heaters or other similar items may be disposed of at the Via Norte Maintenance Yard. Typical yard waste will continue to be accepted from residents at the Via Norte Maintenance Yard. The guard will

inspect each load for compliance prior to admitting residents to dispose of their yard waste. Contractors must remove their waste materials from LWCA. Violators are subject to fines and/or sanctions. (See Schedule Of Fines, Chapter 9)

A waste removal company picks up trash from the front of each manor on a weekly basis. No trash container shall be placed out for weekly pickup earlier than 5:00 p.m. on the day before scheduled pickup. Trash containers must be retrieved no later than 8:00 p.m. on the day of trash pickup. Anyone having bagged household trash at any other time must take it to the compactor at the Via Norte yard. All household waste should be bagged.

2-403 LAKE CONTROL

Fishing of any kind (including harvesting of golf balls other than your own), swimming, wading or boating (exclusive of radio-controlled model boats) is prohibited. No discharge of any type of material into the lake system is permitted. Note: STORM DRAINS are part of the lake system. Twice per year as determined by the Community Manager or designee, a catch and release fishing derby in residential lakes would be permitted using barbless hooks and no live bait. Hours for fishing and designated places will be posted prior to each fishing derby.

2-404 SMOKING AND TOBACCO USE

Tobacco use of any kind, marijuana and e-cigarettes are not permitted at any time in any LWCA buildings. This includes all common areas including but not limited to Rec. Centers, swimming pools, hot tubs, or the area around a swimming pool or hot tub or within 20 feet of any LWCA building doorway or open air court (tennis, pickleball and etc.). Smoking is only permitted within LWCA designated smoking areas. Additional smoking limitations are governed by current Arizona State Law.

2-405 DISCHARGE OF WEAPONS

No person shall discharge a firearm or other weapon capable of expelling a projectile anywhere within the LWCA unless authorized by the Community Manager or designee, or commensurate with Arizona State Law.

2-406 EXCESSIVE NOISE, FIREWORKS AND CONSTRUCTION ACTIVITY

- A. Residents and guests must not make excessive noise that is disturbing to other residents. Examples include but are not limited to persistent or frequent dog barking or excessive outdoor audio.
- B. Residents may use legally purchased fireworks on July 4<sup>th</sup> between the hours of 5:00 p.m. and 10:00 p.m. and on December 31<sup>st</sup> between the hours of 5:00 p.m. and 12:00 a.m. Legal fireworks includes ground

spinners, sparkling wheel devices and cylindrical, square, cone and California rocker shaped fountains. Novelties such as smoke devices, sparklers, party poppers and snap caps are permitted year round. All other fireworks are not permitted. Fireworks usage is only permitted on private property, and not on LWCA streets, golf courses or common property.

- C. Construction and landscape maintenance activity shall not commence earlier than 7:00 a.m. during the winter (October 1<sup>st</sup> to April 30<sup>th</sup>) or 6:00 a.m. during the rest of the year (May 1<sup>st</sup> to September 30<sup>th</sup>) and shall end no later than 6:00 p.m. at any time of the year.

2-407

BUSINESS ACTIVITY

- A. The rendering of professional services or sale of products by residents to other residents may take place provided these activities do not create a nuisance as determined by the Community Manager or designee.
- B. The solicitation of funds, door-to-door sales, or door-to-door advertising will not be permitted. The only exception will be LWCA activity as approved by the Community Manager or designee. This section does not apply to door-to-door political activity regarding candidates or ballot issues between sunrise and sunset, however, persons engaged in the forgoing activity must prominently display identification.

2-408

RELIGIOUS OPERATIONS

Religious operations which are, in fact, extensions of formal church services are not permitted. Religious activities and/or programs sponsored or controlled by non-resident individuals or organizations are not permitted. Solicitation of funds for any religious group, or any sort of proselytizing, is not permitted.

Religiously-oriented social and/or educational groups are permitted, as long as they do not engage in otherwise unacceptable activities, as noted above.

A wedding ceremony is permitted if at least one of the partners is a resident or a family member of a resident or approved by the Community Manager or designee.

A memorial service for a recently deceased resident may be conducted.

2-409

SALES: GARAGE, ESTATE AND OTHER

- A. Garage Sale Definition: A garage sale shall be defined as any sales including craft sales, rummage sales, etc., in which multiple items for sale are displayed outside the residence or in the garage or carport, when such

items are visible from another manor, the street, sidewalk, or to passersby on sidewalk.

INDIVIDUAL GARAGE SALES: Individual Garage Sales and Other sales: (craft sales, rummage sales, etc.) are prohibited. LWCA-wide garage sales coordinated by the Recreation Department are permitted twice a year.

- B. Estate Sale Definition: An estate sale is a sale held for the purpose of liquidating estate furnishings or other property or possessions, all of which must be the property of the manor owner, that is conducted by a Leisure World resident or their authorized representative.

ESTATE SALES: Estate sales by individual residents or their authorized representatives at manors within LWCA are restricted to LWCA residents or their guests and shall not be advertised to the general public. Items for sale must be the property of the manor owner and may not be displayed outside the manor or in any manner whereby they are visible from the street, the sidewalk, other manors, or to passersby. Prospective buyers are required to enter the manor in order to view the items for sale.

2-410 FEEDING OF ANIMALS

- A. The placement of food or water for wild animals (“wild animals” is any species normally considered wild animal including pigeons, geese, ducks and any feral ordinarily domesticated animal) is prohibited. The Community Manager or designee may authorize exceptions.
- B. Feeding birds on or within 36 inches of the ground or on a surface exceeding 12 inches in diameter is prohibited. All manors are restricted to one (1) seed feeder and unlimited hummingbird feeders. Birdbaths shall be located at least 28” above the ground.

2-411 DRONES AND OTHER REMOTE-CONTROLLED FLYING DEVICES

The use of drones and other remote controlled flying devices is not permitted on any common areas of LWCA unless, conducted under the auspices of the LWCA or by a law enforcement agency. The use of drones and other remote controlled devices are only permitted when flown under FAA guidelines.

2-412. NO BURN DAYS

All LWCA departments and residents are required to comply with the No Burn Day regulations when the Maricopa County Air Quality Department Director has issued a No Burn Day restriction prohibiting the use of all wood burning fireplaces, woodstoves, and outdoor burning devices (including manufactured

logs). Restrictions last for a 24-hour period starting at midnight on the day the HPA (High Pollution Advisory) is issued.

### **CHAPTER III**

#### **VEHICLE AND TRAFFIC CONTROL**

##### **3-101 ENFORCEMENT OF TRAFFIC AND PARKING REGULATIONS**

- A. While LWCA is considered private property, applicable state laws governing the movement of motor vehicles, bicycles and pedestrians, and parking regulations that are currently in effect under ASRS Title 28, shall be considered applicable to all LWCA property. Also, no person shall operate a motor vehicle within Leisure World unless said person is currently legally licensed to operate a motor vehicle according to the laws of the State of Arizona. Golf carts are motorized vehicles.
- B. All LWCA roads are two lane roads, one lane in each direction. Slower traffic such as walkers, joggers, skaters, golf carts, and scooters should keep to the right.

##### **3-102 SPEED LIMIT**

The speed limit is 25 miles per hour throughout LWCA unless otherwise posted (i.e. the RV lot). LWCA Security has the authority to enforce speed limits and/or prevent driving in an unsafe manner.

##### **3-103 TRANSPONDERS**

- A. Transponder Requirements: Personally, owned vehicles used by an owner, non-owner resident or a long-term renter resident (six months or more) may display a transponder. Long term renters issued a transponder will be charged a non-refundable fee. Two transponders per manor for owners and non-owner residents will be issued at no cost. Each manor is entitled to one replacement transponder per manor per year. For additional transponders there will be a non-refundable fee. For each space designated within the RV lot the vehicle owner is entitled to one transponder.

In order for an owner, non-owner resident or a long-term renter to obtain a new or additional transponder, the resident must show proof of ownership (i.e. valid title, current registration, or dealer vehicle bill of sale). For vehicles registered to a business, the owner must show proof on company letterhead that they are the authorized driver for that vehicle. The Security Department will issue transponders to applicants, who must provide proper identification.

- B. Transponder Replacement: In order for an owner, non-owner resident or long-term renter to obtain a replacement transponder, a non-refundable fee will be collected for all replacement transponders. Transponders being replaced will be deactivated.
- C. Transponder Limitation: LWCA vehicle transponders may not be given or loaned to others and may not be placed on vehicles not belonging to LWCA residents unless authorized by the Community Manager or designee.

3-104

ENTRY CONTROL

- A. Gate Access: The Power Road gate is open 24 hours a day. Vehicles with current LWCA transponders may use the resident entry gate.—Vehicles without transponders will be cleared by the Security personnel.

The Broadway Road and Southern Avenue gate(s) are open from 6:00 a.m. to 9:30 p.m. Visitors and delivery vehicles may enter through any of the three gates.

- B. Guest Lists: Residents/owners shall submit their guest list by phone, in writing, or by submitting the appropriate form to the Security Department throughout the year or as needed. The validity of the request may be checked by Security to protect the integrity of the system. Each manor may have up to ten names on the permanent guest list. First and last name of guest or name of vendor is required. Every manor is required to have their information updated once a year. Any manor that fails to update the current calendar year will have their list purged on January 15<sup>th</sup> of the following year.

3-105

PARKING

Vehicles other than golf carts and passenger vehicles used for daily transportation may not be parked overnight in a residential area without a permit from Security. **NO** vehicle too large to be parked within the interior dimensions of the garage or carport (i.e., vehicle must fit within the garage with the door closed even though the door is too small to allow access) may be parked overnight in a residential area without a permit or special permission from the Community Manager or designee. Parking of these vehicles will be permitted only between 6:00 a.m. and 9:00 p.m. Parked vehicles shall not block the sidewalk at any time.

Recreation vehicles parked in residential areas may be parked in front of the RV owner's manor or in common area parking or guest-parking areas where available. Specific permission must be granted by the manor owner in order to park in front of another manor. No RV may be occupied overnight and all slide-out, stairs and awnings must be retracted unless doing housekeeping on the unit with warning cones placed on the street. Permits will be issued at the Power Road guard gate

and will be good for up to 3 nights in any 6 night period. After the 3 nights have been used, three nights must pass before a new permit will be issued to the same vehicle, except when otherwise authorized by the Community Manager or designee. Non-resident RV's are limited to three nights on any LWCA street in a 6 day period.

Commercial vehicles are not permitted to park overnight in a residential area without a permit. Moving vans and moving storage containers may be parked for a maximum of three-nights and are subject to the same time restrictions stated above. Moving storage containers/pods may be stored on the owner's driveway with a permit from Security for not more than 30 days. Reference Rule 3-110. A variance from this rule may be granted by the Community Manager or designee.

Violations of this rule may result in any of the following at the discretion of the Board of Directors of LWCA or its designated agent for enforcement of the parking rules set forth above: A warning may be given but is not required, or a fine may be imposed.

Stopping, standing or parking of vehicles is prohibited when it interferes with traffic or constitutes a hazard. **PARKING IS SPECIFICALLY PROHIBITED IN THE FOLLOWING PLACES:**

- A. On a sidewalk. This includes sidewalks at the end of driveways.
- B. In front of a public or private driveway.
- C. Within an intersection.
- D. Within 15 feet of a fire hydrant.
- E. On or within 20 feet of a crosswalk.
- F. Within 20 feet of a stop sign.
- G. In any **RED** zone or place where signs or marking prohibit or restrict parking.
- H. Alongside or opposite any street excavation or obstruction when traffic would be obstructed.
- I. On the roadway side of any other vehicle legally parked on the edge or curb of a street (double parking).
- J. In any location where a handicap sign or designation is clearly posted and the person parking is not handicapped, and/or the vehicle being parked is

not displaying an approved handicap symbol commensurate with State and Federal Regulations.

- K. On the sidewalks surrounding or in the courtyard, promenade, swimming pool or pavilion except as noted in Rule 3-106.
- L. Two lanes on all roads must be kept open to traffic. If vehicles are parked on one side of a curb, the opposite side of the curb is closed for parking.
- M. In a cul-de-sac where it would block the passage of emergency vehicles.
- N. In front of a mailbox between the hours of 6:00 a.m. and 6:00 p.m.

Personal and recreational vehicles: Personal and recreational vehicles shall not be parked on yard, easements or any other portion of manor lots other than driveway, carport or garage. Personal vehicles that are not used for daily transportation shall not remain parked and unused on Leisure World streets for more than 3 nights.

Guests of Leisure World residents shall park their cars in the garage, carport or on the driveways of the manor when available. If the vehicle will remain unused for more than 72 hours and the garage, carport or driveway is not available, the resident should contact Security to notify them of this fact, and the date the vehicle will be leaving. Security may authorize parking for longer than 72 hours for guests of residents based on the appropriateness and the facts of the individual request.

The off street parking spaces provided in Districts 1, 3 and 7 are intended to be used for guest parking for short periods of time. Residents shall not park personal vehicles in these spaces.

3-106

GOLF CARTS, SEGWAYS, HOVERBOARDS, BICYCLES, MOTORIZED BICYCLES (MOPEDS)

- A. All of the above are bound by the same traffic rules as other vehicles.
- B. Go-carts and motorized skateboards are not permitted to be operated within LWCA.
- C. Vehicles used during nighttime hours must be equipped with white lights in front and red tail lights.
- D. All golf carts must have displayed on the rear, in numerals at least 2 inches high, an identification number, either the manor number or a number assigned by Administration.

- E. Only battery powered golf carts are permitted within LWCA with the exception of LWCA service carts or other LWCA vehicles.
- F. Golf carts and bicycles are not allowed to use the walking paths/sidewalks around the lakes and ponds. Golf carts, Segways and Hoverboards are not permitted to use the sidewalks or walking paths at any location.
- G. The following exception applies:
  - 1. Bicycles must be walked, but not ridden, within the Recreation Facilities, or on the sidewalks directly adjacent to these facilities. Bicycle racks are available at both recreation centers, and all bicycles shall be parked in these racks when space is available.
  - 2. Golf carts driven by handicapped persons that are equipped with the proper handicap insignia may be driven on Recreation Center sidewalks for drop off and pick up when necessary to access Recreation Facilities but may not be parked. Association-owned carts and vehicles may be driven and parked in all areas, as necessary, to perform required work. Residents may be allowed to drive golf carts in the recreation areas to load and unload items on a temporary basis, only after receiving approval from the Community Manager or designee. When golf carts or other vehicles are driven on Recreation Center sidewalks, extreme care shall be exercised at all times. Speeds in recreation areas shall be kept at a minimum, and care shall be taken to warn others of their approach by verbal notice, horn, or other noisemaker as may be reasonable and necessary.

3-107

### STORAGE OF PERSONAL VEHICLES

Personal Vehicle Definition: A personal vehicle shall be defined for the purpose of these rules as a motor vehicle, other than a recreational vehicle, that is capable of being legally licensed and operated on the highways of this state. Golf carts are an exception for storage purposes only.

Personal vehicles may only be stored inside an enclosed garage or carport. Personal vehicles shall not be stored on Leisure World property or streets. Personal vehicles shall not be stored on yards, easements or any other portion of manor lots other than the carport or garage. Examples of “storage” for purposes of this rule shall be defined as:

- A. Personal vehicle found to be in an abandoned condition as defined in these rules.

- B. Personal vehicle having a storage cover affixed to or placed upon it and parked other than in a carport or an enclosed garage.

3-108

STORAGE/PARKING OF GOLF CARTS

- A. Golf carts that are not being used on a regular basis shall be properly stored in a garage, carport or patio when such space is available. When protective covers are used for golf carts, the cover shall be a fitted type cover designed for golf carts, in neutral, non-fluorescent or non-reflective colors. Tarps, etc. are not allowed. Golf carts may not be parked/stored or driven on landscape unless they are not visible from outside of the lot. Any exceptions must be granted in writing by the Community Manager or designee. Examples of “storage” for purposes of this rule shall be defined as:

- 1. Golf carts found to be in an abandoned condition as defined in these rules.
- 2. Golf carts having a storage cover affixed to or placed upon it and parked other than in a garage, carport or patio.

- B. Storing and Parking Golf Cars: Condominiums - District 1 Plats 1-5 (Manor 1-482) and District 3 Plat 16 (Manors 655-699)

- 1. Golf Car Storage: Golf cars not used on a regular basis must be properly stored in a garage.
- 2. Golf Car Parking:
  - a. Golf cars used on a regular basis may be parked in a garage, on a driveway or on a patio. Golf cars may not park on common area landscape or grass surrounding the manor at any time.
  - b. When parking on a patio there shall be limited and minimal use crossing district common area landscape, using the shortest distance from the driveway or street to park the golf car on the patio. Owners must avoid driving across common area irrigation sprinkler heads and creating ruts in the common area grass and landscape. Any damage to the common area will be the responsibility of the manor owner to pay for the repair.
  - c. Where travel on a lake path is required to get to patio, owners shall take the shortest route on the lake paths to access the patio for parking.
  - d. When protective covers are used for golf cars, the cover shall be a fitted type cover designed for golf cars, in neutral, non-fluorescent or non-reflective colors. Tarps, etc., are not allowed. A covered golf car not used on a

- regular basis is considered stored and must be stored accordingly in a garage.
- e. District 1 manors where grandfathered golf car garage doors have been installed are required to comply with these rules where the only access is across landscaping.
  - f. Manor owners with a State Issued Handicap parking permit may request exceptions to these standards. Any exceptions must be granted in writing by the Community Manager or designee.
  - g. Manor owners are responsible for the security of their golf car and any equipment or items stored in the vehicle while parked.

3-109

#### ABANDONED VEHICLES

Abandoned Vehicle Definition: Any personal vehicle, golf cart, or recreational vehicle that is partially or wholly dismantled, discarded, wrecked, on blocks or similar devices, stripped or scrapped; or any vehicle with deflated tire or tires from which a wheel or tire has been removed; or any motor vehicle which is inoperable due to mechanical failure or mechanical disassembly or other reasons which may be evidenced by the absence of any unexpired lawfully affixed license plate. Any personal vehicle, golf cart or recreational vehicle that is in an apparently abandoned condition as evidenced by cobwebs or other debris building up underneath the vehicle or can be shown to have been parked and unmoved for more than 72 hours.

Removal of Hazardous or Abandoned Vehicles or Property: A personal vehicle, a golf cart or recreational vehicle which has been found to be in an abandoned condition, or is parked so as to obstruct traffic or constitute a hazard, will be subject to removal if, after reasonable attempts to contact the owner, the vehicle, golf cart or recreational vehicle is not moved. Vehicles shall be towed or removed only upon permission of the Community Manager or designee. The registered owner or party responsible for the vehicle shall be liable for all towing and storage fees.

3-110

#### ROLL OFF CONTAINERS/COMMERCIAL MOVING CONTAINERS/DUMPSTERS/DUMPSTER BAGS

A permit must be obtained from Security prior to utilizing the roll off containers, commercial moving containers, dumpsters or dumpster bags. The permit is good for a period of 30 days. Extensions will be granted if the permit expires before the completion of the project, not to exceed 120 days total. Containers/dumpsters/dumpster bags may not be placed in the street or over the sidewalk blocking vehicle or pedestrian traffic. The size of container is not to exceed 20-cubic yards. The Community Manager or designee shall have the right to grant exceptions on “undue” hardship cases.

## CHAPTER IV

### RECREATIONAL VEHICLE STORAGE

#### 4-101 SPACE ASSIGNMENT

LWCA may provide parking space(s) in the RV storage yard on a rental basis. Space assignments will be made based on first come, first served. If a parking space rental option is not renewed, the space will be assigned to the first individual on the waiting list. Management shall be notified immediately of such changes.

#### 4-102 VEHICLE IDENTIFICATION

Vehicles must be parked in the storage yard in the space assigned. Transponders for all motorized vehicles must be attached by Security. Motorized and non-motorized vehicles to include pickup bed campers, 5th wheels, boats, and pull trailers, and/or any vehicle on wheels (and/or pushed or pulled) SHALL display the manor number in 2 inch lettering clearly visible from the access road. Short-term parking of any vehicle (less than 6 months) will require, in addition to the manor number, the expiration date of the rental space clearly visible from the access roadway.

#### 4-103 GUEST RV PARKING

Temporary guest RV parking (less than one calendar year) may be arranged, if space is available, through Administration. Information as to whom to contact in case of an emergency shall be affixed to the vehicle in a visible location, (MANOR NUMBER and EXPIRATION DATE of the rental permit).

#### 4-104 OCCUPYING STORED VEHICLE

No vehicle may be occupied while stored.

#### 4-105 VEHICLE SIZE

Vehicles may not be larger than is legally permissible to fit in the space assigned to that vehicle. Vehicles must be kept within the space designated. Swapping of space assignments shall not be allowed unless approved by the Community Manager or designee in writing.

#### 4-106 HOUSEKEEPING AND DUMPING

Owners are responsible for keeping the area around their space clean. Any violation of this rule should be reported in writing (along with a photo) to the Community Manager or designee. If, in his opinion, the space assignment is not kept up in an acceptable manner, the item in violation may be removed by the

owner(s) voluntarily, or at the owner's expense if not voluntarily. If the area displays a health or fire hazard, biohazard, and/or is unkempt it is a violation of this rule.

Miscellaneous materials may not be left in parking space when the vehicle is absent.

No dumping of any kind is permitted in the recreational vehicle storage area, except the dumping of RV holding tanks at the dump station.

4-107 USE OF TRANSPONDER GATE CARD

Only one transponder card can be purchased for each rented space. Cardholders will be fully responsible for the cards and agree to the following:

- A. Transponder cards are for the exclusive use of the individuals that have rented the space. Cards shall not be loaned out or given to others for any purpose. Owners shall accompany all persons (i.e. guests, repair, maintenance personnel) while in the lot at all times.
- B. Lost, missing, suspended and/or stolen access transponder cards will be assessed a replacement fee. Any time a transponder card is lost, missing or stolen, the access cardholder shall be responsible for notifying management within 24 hours.
- C. The lot will be open daily from 6:00 a.m. to 9:00 p.m. only. Entry into the lot other than these hours is not allowed.
- D. Renters that have lost or forgotten their access transponder cards shall not be allowed into the lot until their access card has been replaced. Security SHALL NOT be called to grant access to renters that do not have their valid transponder access card.
- E. Except for entering or exiting, the gates are to remain locked at all times.

4-108 ALARM SYSTEM

An alarm system is activated from 9:00 p.m. to 6:00 a.m. The transponder during these hours CANNOT activate the gate.

4-109 DAMAGE

Damage to other vehicles must be reported immediately to the owner(s) of involved property and to Security.

4-110 COMMERCIAL VEHICLES

No commercial vehicle storage of any type shall be allowed. The Community Manager or designee may grant an exception to this rule.

4-111 APPLICATION

A renter must complete a Recreational Vehicle Storage License Agreement and an application form for renting an RV storage space and submit these forms along with proof of vehicle ownership (i.e., valid title, current registration, or dealer bill of sale), proof of insurance, and the proper payment amount to Administration. A space will be assigned based on availability, size, and type of vehicle to be stored.

4-112 RENTAL PAYMENTS

Rental payments are due by January 1st of each year and are delinquent as of January 31st. Rental contracts are for the calendar year except for monthly and weekly rentals. Fees are set forth in the Schedule of Fees. The manor must be current in all other financial obligations to the LWCA. These financial obligations include but are not limited to assessments and all other financial obligations to the LWCA.

4-113 USAGE OF SPACES

Only vehicles owned by LWCA residents, non-owner residents, long-term renters or temporary guests (under one calendar year) of owners may be stored in the LWCA RV Storage Yard. OWNERS MAY NOT SUBLEASE, TRADE, OR SHARE STORAGE SPACES. Owners/residents must be in residence while temporary guests are using the RV storage lot.

4-114 STORAGE IN SPACES

This facility is provided for storage of recreational vehicles, boats, automobiles, and other wheeled vehicles. Storage of other items is not permitted at any time. In cases where the use of the space is challenged, the Community Manager or designee will have the final determination if the storage is allowed.

4-115 SPEED LIMIT

The speed limit in the RV lot is 5 miles per hour.

4-116 MOVEMENT OF STORED VEHICLES

By renting a space, every vehicle owner agrees to move his vehicle out of the space for lot maintenance or for any emergency such as, but not limited to, fire or release of any dangerous or toxic substance.

## CHAPTER V

### PETS

#### 5-101 LIMITATIONS

There is a limit of two (2) animals per manor.

#### 5-102 COUNTY LAWS

Maricopa County laws regarding pets must be obeyed.

#### 5-103 LEASHES

Dogs outside fenced areas must be on a hand-held leash, rope or cord of not more than 6 foot solid leash and of sufficient strength to control the dog (Maricopa County Statues). Cats are not allowed to run free.

#### 5-104 WALKING OF PETS

- A. Pets, other than service animals, are not allowed in LWCA buildings, including all walkways that are under roof overhangs, and all courtyard areas.
- B. Walking pets on golf courses can occur before and after scheduled golfing hours. **GOLFERS ONLY** should be on golf courses during scheduled golfing hours as described in Section 8-101. Any entry to the golf courses is **AT YOUR OWN RISK**.
- C. Persons who walk their pets are responsible for cleaning up after their pets. Pet waste is to be disposed of properly in acceptable trash containers. The walking of pets on private property is forbidden.
- D. All pets must be on a leash and controlled by their owners at all times according to existing County Laws.

#### 5-105 IDENTIFICATION/STRAY ANIMALS

- A. Security is authorized to notify proper authorities to pick up stray animals.
- B. Pets are required to have identification. Any stray pet lacking proper identification will be impounded.

5-106 SERVICE ANIMALS

Service animal must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices. In this case, the individual must maintain control of the animal through voice, signal, or other effective controls. (Ref. US Department of Justice)

**CHAPTER VI**

**RECREATION CENTERS**

6-101 OPERATING HOURS

Most rooms are open from 6:00 a.m. to 10:00 p.m. every day. Exceptions are posted in specific rooms with specialized equipment and will only be open when a monitor or supervisor is on duty. Hours are posted on the door.

6-102 GUESTS

The facilities are primarily for residents, but guests are welcome as space allows. Residents should take care to inform their guests of LWCA's regulations before they use the facilities. Guests 18 years or older may use the facilities unaccompanied by a resident. Guests under 18 years of age must be accompanied by a responsible adult.

The use of LWCA facilities is not intended or allowed for regular use by guests who live in the local area and are not actually visiting the sponsoring resident. This rule is not meant to preclude residents from enjoying the use of LWCA facilities while accompanying guests who live in the local area who visit them on an occasional basis. If a resident brings a guest who lives in the local area on a regular basis (more than 3 times per month), such guests will not be permitted to use LWCA amenities. This rule is also not meant to preclude the use of LWCA facilities by guests staying overnight in a resident's home for more than 3 days.

6-103 CLUBS (Under 2018 LWCA Review)

Club Requirements

Any group of residents desiring to become a chartered club must apply to the Board of Directors for its approval. An automatic review of the newly approved club will take place at the end of the first year following the club becoming active. The Board has the authority to revoke its approval. Consideration for approval requires the following:

**Club application form:** The form is available in the Recreation Office. The form must be completed and returned to the Recreation Office along with a copy of the bylaws for the proposed club. The request will then be forwarded to the Board for consideration.

Club Members

- A. Only LWCA residents and guests can be club members.
- B. All clubs and organized activity groups must maintain an average, per session attendance minimum, of twenty. Failure to maintain a minimum of twenty could result in room reassignment, a requirement to share the facility with another like group, or possible cancellation of the event.

6-104 ROOM USE

Meeting dates for most clubs, classes and special events are determined after organizations make their reservation requests in the Recreation Office. Requests may be made for an entire season starting in November for the following June through May months. Requests are granted according to priority with Board meetings, District meetings and any LWCA department sponsored activities taking precedence over clubs. When two or more clubs request the same date, and an alternative date is not available for either group, the first one to make application will prevail.

6-105 RESERVATION PRIORITIES FOR RECREATION CENTER ROOMS

- PRIORITY I:** LWCA Management business functions such as Board meetings, District business meetings and department head and other staff meetings.
- PRIORITY II:** Recreation Department and other LWCA sponsored events; programs with wide appeal such as cultural activities, bingo and flea market.
- PRIORITY III:** LWCA activities and activities open to all residents such as hobby crafts and performing art club shows and performances.
- PRIORITY IV:** Leisure World clubs and organizations; such as special interest groups, hobby and crafts, Lions, state clubs, card groups, and district parties.
- PRIORITY V:** Leisure World private organizations and private parties; meetings of groups with an exclusive or restrictive

membership policy (by invitation or personal qualifications) such as fraternal and sorority groups, investment clubs, and dance clubs.

**Private parties' clarification:** Residents may reserve a room for a private party 6 months in advance. Wedding anniversaries, 25<sup>th</sup> and 50<sup>th</sup> +, and birthday parties 75<sup>th</sup> +, take priority over other private parties and may be reserved 7 months in advance. Rooms may not be booked for third party or business functions.

No group or person may reserve the same room for 2 consecutive years on the same major holiday unless no other request has been received 2 months prior to the holiday.

6-106

#### ROOM USE FEES

The use of facilities will incur a charge:

- A. When a room is reserved by any group or individual for other than a LWCA Business Function or LWCA Department sponsored event.
- B. When an organization fails to clean up after a meeting or event.
- C. When rooms are used for private parties consisting of over 50% non-residents. (Some exceptions may apply).
- D. When audio, furniture setup, supplies, or support are requested.
- E. When damage to Association equipment or property is caused due to misuse by user group.

6-107

#### RECREATION CENTER 1 BULLETIN BOARDS

The Marketplace Board: 5 inch by 8 inch cards may be posted for LWCA residents only, who wish to sell, rent or give away their personal property (not including LWCA real estate). One notice at a time, per manor, may be put up for a maximum of 2 weeks; if the item is not sold, it may be re-posted after 1 week.

Leisure World Club Activities Board: Posters or notices advertising club meetings may be put up for 2 weeks (or as space allows) and may be re-posted after a 2 week interval. Club signs must bear the signature of a Club Officer, the name of the club and be signed by the Recreation Director. Signs may not exceed eight and one half (8 ½") inches in width and eleven (11") inches in height.

6-108

RECREATION CENTER 2 BULLETIN BOARDS

Space is limited and priority is given to LWCA Board of Directors and District meeting minutes and Recreation Department sponsored events. Club signs will be posted on a space available basis with priority given to activities open to all residents. Club signs must bear the signature of a Club Officer, the name of the club and be signed by the Recreation Director. Signs may not exceed 8 1/2 inches in width and 11 inches in height.

**CHAPTER VII**

**SPECIFIC RECREATION AREAS**

7-101

CRAFT ROOMS

Craft rooms with specialized equipment such as woodshop, computer center, lapidary, ceramics, pottery, and porcelain art (if operating kilns) may require residents to be certified before operation. Rules for the use of the equipment are posted in each of these rooms.

Craft rooms may not be used for commercial production except for biannual arts and crafts fairs. **Resident Guests as participants:** Visitors and guests may not participate in activities in the craft rooms with specialized equipment even if they do not intend to operate it. If space allows, they may attend classes in the art room or classes of a general nature not held in other craft rooms.

7-102

ALL SPORTS AREAS (All persons under the age of 18 shall be accompanied by an adult)

Proper attire is required for all game and sport areas; bathing suits are acceptable at the pool area but not on courts or in game rooms. Participants must observe careful handling of all equipment and a concern for safety. Any damage to Association equipment or property due to misuse will be repaired at the expense of the responsible user or group.

A. Minor Guests: Age requirements are observed in the following areas:

1. Pools: Use is limited to hours posted for guests under the age of 18.
2. Fitness Center: Must be age 13 or older to use the equipment. No attendant is on duty. For safety purposes, everyone is advised against using the facility alone. (See 7-108).

3. Sauna and Steam rooms: Must be age 18 or older. No attendant is on duty. For safety purposes, everyone is advised against using the facility alone. (See 7-108 B).

B. Sport Court: Non-marking shoe soles only. Equipment may be checked out at the Fitness Center desk.

C. Other Sports Areas: Minors capable of participation may do so when accompanied by an adult.

7-103

SWIMMING POOLS (Subject to Maricopa County Environmental Health Code) (Under 2018 LWCA Review)

The pools are open 24 hours per day except when closed for maintenance or safety. There is no lifeguard or attendant on duty in the pool area. For safety purposes, everyone is advised against swimming alone.

To protect the safety and security of the LWCA residents, renters and guests, identification will be issued by LWCA to all who use the Pool facilities. Children (anyone under the age of 15 years) will be allowed in the pool area without identification when escorted by an adult that is in possession of the appropriate identification. The identification will be in your possession at all times when using either the Recreation Center 1 or Recreation Center 2 Swimming Pool facilities.

**Manor residents are accountable for the actions of their guest(s) at the pool facilities. Rule violations may lead to loss of privileges and/or fines.**

Everyone must shower before entering the pools. Showers must be taken at the pool area, either in the locker rooms or in the outside showers.

Children that are not toilet trained and adults that are incontinent must wear specifically designed protective swim diapers in the pool.

Anyone with an illness or health condition that may pose a health risk to others by swimming in the pool should refrain from entering the pool.

Proper swimming attire shall be worn at all times while in the pool. Cutoffs, shorts or other clothing items not specifically designed for swimming shall not be worn while in the pool or hot tub. Thong or G-string type bathing suits and breast pasties are not considered appropriate swimming attire. Clean shirts worn for sun protection are allowed.

Children's hours (anyone under 18 years of age) in all pools are 10:00 a.m. to 12:00 p.m. and 4:00 p.m. to 6:00 p.m. Children's swim hours are extended from 10:00 a.m. to 6:00 p.m. at the Recreation 1 pool only on 7 holidays per year: New

Years day, Easter Sunday, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving day, and Christmas day. Children must be supervised by a responsible adult (18 years old or older) at all times.

No foods, beverages or obstructions (i.e. tables, chairs, etc.) are allowed within 4 feet of the pool. (Per Maricopa County) No glass containers are allowed within the fenced pool area. All foods and beverages are to be placed and consumed at the tables and chairs provided in the seating area. Smoking is not allowed in the pool area. (See 2-404).

Devices used in conjunction with LWCA water fitness classes are allowed.

Non-inflatable rubber belts worn around the waist and “noodles” (one per person) are permitted for use. Flotation devices larger than 3’ x 3’ are **NOT** permitted.

Kickboards and other training devices are allowed for use at any time, provided the kickboard is no larger than 18 inches by 24 inches in size and is so constructed that pieces will not break off.

**Note:** Kickboards, worn devices, floaties, rubber belts, and “noodles” are not considered swimming safety devices and should not be used as such. Non-swimmers are recommended to use the shallow end of the pool at all times.

Only water-based, non-oily sunscreen products are allowed around the pool area.

Animals are not allowed inside the fenced area of the pool except trained, registered service animals. (See Pet Rule 5-106). No animals are allowed in the pools.

All activities in the pool/hot tub cannot infringe on the safety of others or their ability to enjoy the pool/hot tub. **Reasonable and proper behavior must be adhered to.**

Only **LWCA-Management authorized signs** will be posted at the pools and shall be enforceable as part of these rules.

7-104

#### HOT TUBS

Users **MUST** be 13 years of age or older. Time in hot tub should be limited to 10 minutes or less if age or physical condition is an issue.

Pool rules as stated above in 7-103 are applicable.

7-105      LAWN BOWLING

The use of the bowling green is restricted to residents and their guests who have been certified by the club. The green is available for play at scheduled times as posted on the Lawn Bowling Club bulletin board. Non-lawn bowling activities are prohibited.

7-106      TENNIS/PICKLEBALL

- A. Shoes: All players or others must wear regulation tennis shoes within the court areas. Black sole shoes that create marks on the courts and heel type shoes are prohibited.
- B. Attire: It is mandatory that a shirt or top cover be worn at all times. (No “bare chest” players permitted).
- C. Guests: All guests using the Tennis/Pickleball facilities must be sponsored by a resident of LWCA and checked through Security.
- D. Smoking: Smoking is prohibited within the boundary fences of the Tennis/Pickleball courts. (See 2-404).
- E. Debris: Upon completion of play, the participants will be responsible for removal of debris from their immediate area of play.
- F. Policies: Tennis/Pickleball court policies are posted at the courts and must be obeyed.

7-107      BILLIARDS

All tournament play (whether men's or women's) will be limited to the 7 pool tables in the west end of the Billiard Room. Open play on all other tables will be permitted during tournament play.

**Residents and guests must obey LWCA approved rules, as posted, in the Billiard Room.**

7-108      WELLNESS CENTER

A. Fitness Center

- 1. For use by residents and their guests only. The Community Manager or designee may also approve LWCA personnel usage. ALL users are required to sign in at the Reception Desk and be prepared to show identification if requested. Fitness Center staff has the authority to make a judgment call on individual situations.

2. Activities in the Fitness Center areas are not fully supervised. All persons using equipment and participating in activities in the Fitness Center do so at their own risk.
  3. Individuals with known medical conditions or who are unsure of their physical condition are advised to consult with their physician(s) before engaging in exercise activity and utilizing the Fitness Center.
  4. No one under 13 years of age will be allowed to use the equipment. An adult must accompany any guest under the age of 18.
  5. Equipment must be used in a safe and proper manner. Limit use of the Cardio equipment to 20 minutes when someone is waiting for that particular equipment type.
  6. Antibacterial wipes are available for use in the Fitness Center and should be used to wipe down equipment after use.
  7. Available lockers are for short-term, Fitness Center or pool use only. Individuals are required to remove personal items after each use. Keys must be left in the existing lock prior to exiting the facility. For safety reasons, personal items, bags and other items must be stored in lockers only and not in the Fitness Center, classroom or bathroom floors. The Fitness Center is not responsible for lost or stolen items.
  8. Report injuries immediately to the Fitness Center, Health Office, or Security Office staff.
  9. Only closed non-glass container(s) are allowed in the fitness area. Food or candy are only allowed in the concession area.
  10. Personal trainers must be pre-registered with the Wellness Department and adhere to the documentation of required information.
  11. Dress Code for Fitness Center Participation: LWCA will adhere to the posted dress code policy that promotes health and safety.
- B. Electronic Device Guidelines: Audible cell phone use is limited to the lobby area. Participants' personal space and privacy will be respected. Phones, I-pods and I-pads and similar devices can be used for reading, watching videos or listening to music with headphones and ear pieces. Participants shall refrain from using the cameras on their electronic devices or any other image capturing devices while in the Fitness Center.

C. Sauna and Steam Rooms

1. The sauna and steam rooms are used at your own risk and should not be used alone. No one under the age of 18 will be allowed in the sauna and steam rooms unsupervised.
2. Foot covering is required.
3. Individuals with medical problems should consult a physician prior to using sauna/steam room.
4. If you feel faint, dizzy, or nauseated, leave the sauna/steam room immediately and notify staff or volunteer on duty. Limit stay in sauna/steam room to a maximum of 15 minutes per session.
5. Do not put water on heater in sauna. (If you want moist heat use steam room.) Use of a towel is required inside the sauna/steam room.
6. Lotions and/or oils are prohibited in the sauna/steam room.

Only **LWCA-Management authorized signs** will be posted at the Fitness Center, pools, lockers, steam rooms and saunas and shall be enforceable as part of these rules. Be sure to read posted signs.

**CHAPTER VIII**

**GOLF COURSE**

**GOLFERS AND THEIR GUESTS ARE FINANCIALLY RESPONSIBLE FOR ANY  
PROPERTY DAMAGE RESULTING FROM ERRANT GOLF BALLS.**

8-101 RULES

The detailed rules for golf course play are available at the golf shops.

Scheduled golfing hours run from 6:30 a.m. until 5:30 p.m. during the period of May 1 to October 1, and from 8:00 a.m. to 5:30 p.m. during the period of October 1 to May 1. Exception to these times may occur for published special events.  
**Golfers only are allowed on golf courses during scheduled golfing hours.**

All persons must register at the Pro Shop before play. After hours players must also sign in on the sheets outside of the Pro Shop door. **No practicing is allowed on the golf course at any time.** Practice is limited to the practice areas and driving range.

**The golf cart paths are part of the golf course.** Golfers have the right of way at all times and persons who walk, run or ride bicycles on the cart paths do so at their own risk. Golf carts must be identified as required in Paragraph 3-106. Golfers will use no more than 1 cart per twosome, 2 carts per foursome and 3 carts per fivesome.

Golfers and others accompanying them must be properly attired in accordance with the posted dress code in the Pro Shops.

**ANY ENTRY ON TO THE GOLF COURSE IS AT YOUR OWN RISK.**

## CHAPTER IX

### SCHEDULE OF FINES

9-101

#### RULE VIOLATION CONSEQUENCES INCLUDING FINES and SANCTIONS

- A. In LWCA it is necessary to establish Rules to assist the LWCA in serving the best interest of the greatest number of owners, residents and guests while protecting the rights, health, safety and property value of the members of the LWCA. These rules apply to all people (owners, residents and guests) within the boundaries of LWCA.
- B. The Consequences of Rules and Regulations: Violations are provided to increase awareness and add to the likelihood that all owners, residents and guests have the right to enjoy the Association's LWCA Facilities subject to the terms of the Governing Documents. To accomplish this task, violators of these rules are subject to a schedule of fines.
- C. Monetary consequences (hereafter referred to as "fines") for violation of the rules shall not exceed \$1,000 per violation, with each additional day/event constituting a further violation and an additional fine. Amount of fines are based on the severity, duration, and-or frequency of the violation. The fines set forth in this Schedule of Fines constitute damages sustained by the LWCA and are intended to compensate the LWCA for the administrative burden of addressing the violation and its adverse impact on the LWCA.
- D.

E. Schedule of Fines:

The schedule of fines listed below are general guidelines. Based on the severity of the offense, in particular with respect to the violations that pose a serious health or safety risk, the fine could be increased to the maximum of \$1000 per violation.

1st Violation.....warning or fine up to \$200  
2nd Violation (same offense).....\$50 to \$200  
3rd Violation (same offense).....\$100 to \$300  
Additional Violations (same offense).....up to \$400  
Safety Violation.....warning or fine up to \$500  
Continuing Violation..... daily fines until cured and/or  
additional sanctions may be imposed.

F. Determination of Fines and or Sanctions: Rule violations may be reported to LWCA Security, to the Department’s Supervisors, or by filing a Form # 2 to Administration. Violations will be investigated as described in Section 1-105. Fines and or sanctions are determined by Administration.

G. Collection of Fines: If a fine is levied, payment is due to the LWCA Finance Office within 14 days following notification.

H. Appeals Process: Appeals of fines or sanctions will be presented to the LWCA Board of Directors for consideration in writing, in accordance with Arizona Statutes.

## CHAPTER X

### GLOSSARY OF TERMS

**Terms used in this document are defined as:**

**ACC:** Architectural Control Committee

**Additional Service Areas:** Those areas that receive additional services beyond the services provided in basic homeowner monthly assessments. These services may include such items as water, lawn care, shrub trimming, roofs, painting, etc.

**Administration:** Office of the LWCA Community Manager

**ARS:** Arizona Revised Statutes

**Board:** Leisure World Community Association (LWCA) Board of Directors

**Common Area:** Area outside of the Condo and Limited Common Area (i.e. the streets, recreation facilities, golf courses, tennis courts and other properties owned by the LWCA)

**Condos/Condominiums:** Homes in Plats 1 through 5 and 16

**Drones and other remote controlled flying devices:** Any unmanned aircraft which can fly autonomously under the remote control of a licensed pilot.

**Golf carts/golf cars:** These terms shall be considered synonymous for motorized vehicles

**Guests:** Individuals who are temporary invitees of residents of Leisure World as determined by their property ownership or leasehold interest.

**Limited Common Areas:** Include areas described on a condominium plat as balcony, patio, carport, storage area, parking space or walkway.

**Living wall:** A hedge of densely planted shrubs or trees which results in a visual barrier between two properties

**Lots:** Private properties within the LWCA which are also referred to as property within the LWCA Covenants, Conditions and Restrictions (C,C&R's)

**Management:** LWCA Community Manager and/or designee

**Manors:** Residences within the LWCA which are also referred to as units within the LWCA Covenants, Conditions and Restrictions (C,C&R's)

**Non-Condos:** Homes and Lots that are deeded to the owner in plats other than 1 through 5 and 16.

**Property:** Private properties within the LWCA which are also referred to as lots within the LWCA Covenants, Conditions and Restrictions (C.C&R's)

**Rules:** The Rules and Regulations for the Leisure World Community Association as contained in this document.

**Transponder:** A device issued by the LWCA which responds to a designated electronic signal and is placed on a resident vehicle for entry control.

**Units:** Residences within the LWCA which are also referred to as manors within the LWCA Covenants, Conditions and Restrictions (C, C&R's)