

**WOODSIDE COMMONS
HOMEOWNERS ASSOCIATION**

Community Management Services, Inc.
1935 Dry Creek Road suite 203
Campbell, CA 95008
408-559-1977
markhudkins@communitymanagement.com

NOTICE OF PROPOSED NEW RULES

Dear Woodside Commons Homeowners,

This letter is to inform you of the proposed new rules for Woodside Commons Homeowners Association. Attached are the proposed new rules.

All owners may provide comments for the Board to review before the rule changes are adopted. **All comments must be submitted in writing to management by no later than February 28, 2026, to markhudkins@communitymanagement.com.** All comments will be reviewed for consideration.

Sincerely,

Woodside Commons Homeowners Association

**RESOLUTION ADOPTING
WORK AFFECTING UTILITIES, PLUMBING, AND MECHANICAL SYSTEMS
RULES**

California nonprofit mutual benefit corporation governed by its First Restated Declaration of Covenants, Conditions and Restrictions, First Restated Bylaws, and duly adopted operating rules (collectively, the “Governing Documents”);

WHEREAS, pursuant to the Governing Documents and California Civil Code, including Civil Code Sections 4340 and 4360, the Board of Directors has the authority and obligation to adopt reasonable operating rules to interpret, implement, and enforce the Governing Documents knowing that such rules must be reasonable and adopted in accordance with statutory notice and comment procedures;

WHEREAS, the Board of Directors has provided the membership with notice of the proposed and an opportunity to comment in compliance with Civil Code Section 4360;

WHEREAS, the Governing Documents regulate alterations, maintenance, and work affecting Units, utilities, plumbing, and mechanical systems and require compliance with applicable governmental permits, codes, and regulations;

WHEREAS, the Board has determined that unregulated or improperly performed work affecting utilities, plumbing, or mechanical systems poses a risk of damage to Association property, neighboring Units, and Common Area, and may expose the Association to increased liability, maintenance costs, and insurance claims;

WHEREAS, the Board finds that requiring licensed and insured contractors and applicable permits for work affecting utilities, plumbing, and mechanical systems is reasonable, necessary, and consistent with the Governing Documents and California law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby adopts the operating rules entitled “Work Affecting Utilities, Plumbing, and Mechanical Systems Rules,” attached hereto as Exhibit A and incorporated herein by this reference, effective upon distribution to the membership.

FURTHER RESOLVED, that these Rules shall apply uniformly to all Owners, tenants, occupants, contractors, and other persons performing work within the Project and shall be enforced in accordance with the notice and hearing procedures set forth in the Governing Documents.

FURTHER RESOLVED, that the Association's managing agent is authorized and directed to distribute these Rules to the membership, incorporate them into the Association's Rules and Regulations, and take all actions reasonably necessary to implement and enforce this Resolution.

Date: _____

WOODSIDE COMMONS CONDOMINIUM ASSOCIATION

By: _____

President

Attest: _____

Secretary

DRAFT

EXHIBIT A
WORK AFFECTING UTILITIES, PLUMBING, AND MECHANICAL SYSTEMS
RULES

1. Purpose and Intent. These Rules are adopted to protect the structural integrity of the Property, ensure compliance with applicable governmental regulations, safeguard shared utility systems, and reduce the risk of damage to Units, Common Area, and Restricted Common Area.
2. Scope of Covered Work. These Rules apply to any work performed within a Unit or Restricted Common Area that involves, affects, modifies, connects to, disconnects from, or has the potential to impact utilities, including plumbing, electrical systems, gas lines, HVAC systems, water heaters, fire suppression or detection systems, or other mechanical infrastructure.
3. Licensed and Insured Contractor Requirement. All work affecting utilities, plumbing, or mechanical systems must be performed by a properly licensed California contractor holding an active license appropriate to the scope of work and maintaining general liability and workers' compensation insurance as required by law. Owner-performed or handyman work is prohibited.
4. Permit Requirement. Where required by any governmental authority, all applicable permits must be obtained prior to commencement of work. Copies of approved permits shall be provided to the Association before work begins, unless waived in writing by the Board or managing agent for good cause.
5. Association Approval. Work subject to Association approval under the Governing Documents shall not commence until written approval is granted. The Association may require plans, specifications, contractor information, and proof of permits as part of the approval process.
6. Emergency Work. In the event of an emergency posing an immediate threat to persons or property, an Owner may take reasonable emergency action using a licensed contractor. The Association must be notified as soon as practicable, and all permits and documentation must be provided if required.
7. Inspection Rights. The Association reserves the right, upon reasonable notice, to inspect work covered by these Rules during or after completion to verify compliance.
8. Owner Responsibility and Liability. Owners remain responsible for all work performed in their Units, including damage caused to other Units or Common Area,

and for compliance by contractors with these Rules and the Governing Documents. Costs incurred by the Association may be charged as a reimbursement assessment.

9. Enforcement. Violations of these Rules may result in disciplinary action, including fines, corrective action, reimbursement assessments, or other remedies authorized by the Governing Documents and California law.

10. Conflict. In the event of a conflict between these Rules and the Governing Documents or applicable law, the Governing Documents and applicable law shall control.

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