



## **Casa De Oaks Homeowners Association**

*c/o Concord Consulting & Association Services*

888 W. Ventura Blvd. Camarillo, CA 93010

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Email: [DearConcord@concordconsulting.net](mailto:DearConcord@concordconsulting.net)

March 17, 2021

Re: Approved Balcony Gate Guideline

Dear Homeowners,

At the Board of Directors meeting held on February 23, 2021 the Board approved the new guideline for the installation of gates on the 2<sup>nd</sup> story balcony areas. These guidelines are only for new or replacement gates on the 2<sup>nd</sup> story units. You are not required to install a gate if you live on the 2<sup>nd</sup> story but if you wish to install or replace a gate that is already in place you must use these guidelines and submit for architectural approval before the installation or replacement of gate.

Please file these papers with your important papers and feel free to contact Concord Consulting and Association Services if there are any questions regarding this matter.

Sincerely,

On behalf of the Board of Directors of Casa De Oaks Homeowners Association

Danita L. Vaughn, AMS, CMCA, PCAM  
Professional Community Manager

# Casa De Oaks Homeowners Association Balcony / Deck Gate Architectural Guidelines

## Materials:

New or replacement balcony / deck gate Architectural Applications for the second story units must include the type, style and picture of all material being submitted for approval. Architectural Modification Request form must be filled out completely. Overall finished product must be visually consistent with existing lower-level patio/deck gates throughout the complex. Metal or wrought iron gates will not be approved or accepted.

## Installation:

All existing materials removal and new installation work shall be done by or under the direct supervision of a licensed contractor, only. All materials used, including fasteners, sealants, etc. shall be free of defects and be used in accordance with industry standards. No alterations to the existing structure will be approved or accepted. Any damage to the existing structure must be brought to the attention of the property management immediately.

No part of installation shall penetrate or damage the deck surface of the building.

## Warranties:

Regardless of warranties offered by manufacturers or suppliers, Casa De Oaks HOA will hold the individual homeowner responsible for any and all damages incurred on any property due to any product malfunction or defect in workmanship from said installation.

Draft Approved: January 26, 2021

To Owners: February 2, 2021

On Agenda: February 23, 2021

Rule adopted: February 23, 2021