

Seneca Park
Condominium Association
2645 Taylorsville Road
Louisville, Kentucky 40205

House Rules - 2016

Welcome to all residents & owners.

If you are a renter here, if there is an issue,
you contact your landlord, who will in turn
contact the property management company

Owner/Occupants:
If you have any questions, please contact our
Property manager, Mr. Chris Riggs with
Cornerstone Property Management
6006 Brownsboro Park Blvd., Suite B
Louisville, Kentucky 40207

Chris@ContactCornerstone.com

Phone: 502-384-9012

After hours emergency, please call
866-272-4003

Seneca Park Condominium Association

HOUSE RULES 2016 – A summary of key rules

The first summary of the House Rules appeared here in 1984, with key passages from the Masterdeed, by laws, resolutions passed by the board of directors, as well as updates to the Kentucky Revised Statutes. These rules are an easy-to-follow summary and are used as guidelines.

Thank you for your cooperation! We take pride in our community. The guiding principle of rules is ultimately, to promote individual understanding, then harmony in our dense living arrangements.

Rental Restrictions:

This restriction required a majority vote of owners, since it amended the Masterdeed. These restrictions were filed at the Jefferson County Courthouse in October 2014. The full document is also posted to our association website.

Pet Policies:

Dogs, cats or other household pets under 16 pounds may be kept in units. No breeding of animals for commercial purposes. A dog must be kept on a leash and accompanied by a responsible person. You must pick up after your pet per Metro Louisville Health Code or risk a fine.

Parking Policies:

The parking policy became effective October 1, 2012.

A core problem that we face is that we have 40 condo units, and 42 parking spaces.

Each unit owner is required to display a numbered Seneca Park Condos parking tag which can be affixed to the car's rear view mirror. Tags can be obtained from the previous owner when moving in. Or, if not provided by previous owner, a parking tag will be provided by contacting the property management office.

A second parking tag is available for units which have more than 1 occupant.

At the property management company, a log will be maintained of which unit owner has which tag. No unit numbers are indicated on the parking tag itself, to avoid safety issues.

No buses, motor homes, trailers, or commercial vehicles shall be parked in the parking areas, except for vehicles utilized for moving the contents of a unit and other deliveries, not to exceed 24 hours and only for the purpose of loading or unloading materials for that unit.

The following parking rules are from the Metro Louisville Department of Codes and Regulations, Property Maintenance and Zoning:

- Parking of vehicles, motorcycles, trailers, etc., cannot be parked on grass, but must be parked on a hard durable surface (such as asphalt, brick, concrete, etc.)
- All vehicles outside an enclosed structure must be licensed. An unlicensed vehicle is inoperable and thus prohibited.
- A vehicle is considered inoperable when it has flat tires, missing wheels, broken windows or missing parts required for driving. No inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair or in the process of being stripped or dismantled.
- Any property which has 5 or more inoperable, unlicensed or junked vehicles stored on it is considered a junk yard. Junk yards are subject to their own zoning restrictions.
- Accessory Recreational Vehicles over 25 feet and utility trailers over 16 feet are prohibited.

Collection Policies for monthly and special assessments:

Owners are issued a monthly coupon payment book, or can arrange with the property management bookkeeper to arrange for automatic bank withdrawal.

The mailing address for the check and coupon book are listed on this your payment coupons for this year. The mailing address of the bank is often is one of the eight banks around the country that specialize in serving condominium associations only, and are not located in Louisville.

Q: Why do we have a collection policy?

A: Timely payment of monthly fees is needed because we are paying monthly water bills, heating invoices (for the boilers), insurance, lawn maintenance, snow removal, cleaning, etc. We have to pay these invoices from our vendors as they come due, or risk losing those services.

Collection policy for Seneca Park Condominium Association

First of the month	Monthly payments are due.
10 days late	Late letter.
30 days late	More urgently worded late letter.
60 days late	<ul style="list-style-type: none"> • Account turned over to a collection attorney • At county courthouse, a lien is filed against the unit, blocking sale of the unit until lien is paid in full. • Unit owner pays the approximately \$88 attorney fee to file the lien and approximately \$28 to have the lien removed.
\$1,000 or more in debt	Civil action by attorney, up to and including foreclosure. The legal cost of a foreclosure is often more than \$1,000. Those legal costs are added to the judgment for the foreclosed owner to pay.

Q: Why can't the Association have more leniency about collection of debt?

A: Without adopting this policy, the owners who pay on time each month would become bankers to finance the debt of others.

Noise

No unit owner or resident shall play upon or permit to be played any musical instrument or operate or permit to be operated a phonograph, radio, television set or other loud speaker in a unit between the hours of 11 p.m. and the following 8 a.m. if the same shall disturb or annoy the other occupants of the building.

Also enforceable is the Louisville Metro Noise Ordinance

§ 99.02 UNLAWFUL CONDUCT. (A) It shall be unlawful for any person within Louisville Metro to make, continue, or cause to be made or continued, any

unreasonably loud, harsh or excessive noise which either annoys, disturbs, injures, or endangers the comfort, repose, health, peace, or safety of others, unless the making and continuing of the noise is necessary for the protection or preservation of property or the life, health, or safety of a person or persons.

(B) The following acts are hereby declared to be unreasonably loud, harsh or excessive noises in violation of this ordinance, but the enumeration shall not be deemed to be exclusive:

(1) The sounding of any horn or other such audible signaling device on any automobile, motorcycle or other vehicle on any right-of-way, parking lot or other public place, except as a danger warning, for an unreasonable period of time;

(2) The use or operation of any radio, stereo, or other machine or device for the producing, reproducing or amplification of sound in any vehicle in such a manner as to create an unreasonably loud, harsh, or excessive noise, that disturbs the peace, quiet or comfort of others.

No alterations to unit without permission from board (who will require data from a structural engineer)

Nothing shall be done inside or out which will impair the structural integrity of the building or structurally change the building.

The reason is that done incorrectly, could jeopardize the safety of all residents and our insurability. Please contact the property manager for more details such as an approved structural engineering firm and the cost to you.

Unit owners are specifically cautioned that their right to make any addition, change, alteration or decoration to the exterior appearance of any portion of a building is subject to the provisions of the Master Deed.

Doors to be kept closed

All doors leading from the units to common elements shall be closed at all times except when in actual use for ingress and egress to and from common elements.

Fire safety and no storage in open common areas

There shall not be kept in any unit any inflammable, combustible or explosive fluid, material, chemical or substance except for normal household use. No obstruction of or storage in common elements without the prior consent of the Board.

Vendors work directions must come from board or property manager

No unit owner or resident shall direct, supervise or in any manner attempt to assert any control over any of the employees or agents of the Council nor shall he attempt to send any of such employees or agents upon private business of such unit owner or resident.

Common areas free of clutter, proper storage required

All common areas, including hallways, stairwell landings, entryways, parking lots and basement common areas should be free of clutter. Proper storage of personal items is required. This often is guided as well by Metro Fire Codes for safety.

No laundry of any kind or other articles shall be hung out or exposed in common elements which shall be kept free and clear of rubbish, debris, and other unsightly materials.

Nothing shall be altered, constructed in, or removed from the common areas except upon written consent of the Board.

Code of conduct at Semi-Annual Owners Meetings

The board welcomes and encourages the presence and participation of all owners at all open meetings.

To that end, it is important that all members of the association conduct themselves in a businesslike, ethical and appropriate way so that our meeting is conducted in an orderly and efficient manner.

Please do not speak out of turn, the chair will recognize each person in turn so that all who wish have a chance to share their opinion.

Please respect the time limits when you are speaking and respect others time as well. There will be time for questions after their time is up.

Please respect your fellow owners and refrain from personal attacks against anyone in attendance and the use of abusive, rude, threatening or crude language.

Please help to keep the conversation on topic.

Failure to enforce

Failure to enforce the above in no way constitutes an abrogation or waiver.

Detailed provisions for enforcement of the above are contained in the Master Deed, By-Laws and all amendments, viewable at www.SenecaParkCondos.org

Rev 4-24-16