

Brent Park Condominiums

Rules and Regulations

Fines

1. All infractions reported to the Management Company through online maintenance portal or written and signed by resident will be reviewed by the Board of Directors.
2. A warning or appropriate fine can be assessed if the Board of Directors determines that it is the appropriate action.
3. The co-owner may appeal the fine at the next scheduled board meeting.

Grounds

1. No trees, shrubs or flowers are to be planted/removed without the prior written permission of the Board of Directors.
2. No personal items can be kept/stored in the common areas.
3. Do not throw any trash or cigarettes on the ground. Please use the cigarette receptacle. All garbage/recycling is to be placed in the dumpster or recycling cans. Only put recyclable item(s) in the recycling cans. The gate to the dumpster must be closed and latched.
4. The following items CAN NOT be discarded in the dumpster: furniture, tires, motor oil, paint or other hazardous materials. Please dispose of these items at your cost. City of Louisville disposal site is nearby:
Louisville Metro Waste Reduction Center
<https://louisvilleky.gov/government/public-works/waste-reduction-center>
Tuesday - Friday 8 AM to 5 PM
Saturday 8 AM to 3 PM

Buildings

1. The exterior doors are not to be propped open for any reason.
2. Unit Owner(s) shall not cause or permit anything to be hung or displayed on the outside (including balconies and patios) of any unit without prior written approval of the Board of Directors.
3. No signs, awnings, canopies, shutters, radio or television antennas, or television satellite dishes shall be affixed to or placed upon the exterior walls, roof or any part of the building or grounds without getting prior written approval of the Board of Directors.

4. It is the responsibility of the Unit Owner to have the inside of their unit insured.
5. Each unit shall be used as a residence for a single family.
6. Nothing shall be done or kept in any unit or common areas which will increase the insurance rating on the buildings or cause the insurance to be canceled.
7. No noxious or offensive activity shall be carried on in any unit or on the property that is an annoyance to the other unit owners or occupants. Building quiet hours are 10 PM though 6 AM on week days are 11 PM though 6 AM on weekends.
8. No grills or other outdoor cooking apparatus will be permitted on the decks that are attached to the building.
9. Do not use the exterior steps during the winter when they are under snow or ice. These steps will not be treated in the winter to preserve the wood integrity.

Signage

1. Only one **For Sale** or **For Rent** sign will be permitted to be displayed on the building. This sign will be placed at the front door of the units that have front doors to the outside or at the main entrance for any other unit. You may also place a sign at the entrance to the parking lot.
2. Open House signs may be displayed at the entrance to the parking lot. They can be put up five days prior to the open house and will need to be removed when open house ends.
3. No political sign(s) will be permitted.

Parking and Parking Areas

1. Each unit is allocated 2 parking permits. Resident's vehicles **MUST** display the registered permit (Parking Passes). Vehicles without permits may be parked on Rufer Ave or in the Morton Center parking lot. **Vehicles without permits will be towed at the owner's expense. (Effective Feb 1st, 2017)**
2. Residents must be parked between the stripes in a designated parking space. Do not park in front of the dumpster, you will get towed at your expense.
3. Vehicle that are not licensed or cannot move under its own power will not be permitted to remain on the property.
4. No motorcycles, boats, motor homes, large trucks or commercial/work trucks/vans may be parked in the parking lot.
5. Residents are responsible for damage, either intentional or unintentional, caused by their vehicle(s) or their guest's vehicle(s).

6. No maintenance to any vehicle will be permitted in the parking lot or on the Condominium grounds with these exceptions.
 1. Jump starting a vehicle.
 2. Hooking up a vehicle to a tow truck.
 3. Changing a flat tire.

Pets

1. Only one dog or two cats or one other household pet may be kept in a unit at any given time, except for those animals living in the Community at the time these rules were adopted.
2. Pet owners or pet sitters are required to immediately cleanup and dispose of the waste created by their pets.
3. All pets MUST be on hand-held leashes when outside of the residence and to be under complete control of the person walking the pet.
4. Pet owners will be held responsible for the cost of replacement or repair of any property damage caused by their pet.
5. Any pet causing repeated property damage, or creating a nuisance (i.e. barking, smell, appearance, waste, etc.) or unreasonable disturbance shall be permanently removed from the Condominium Property upon thirty (30) days written notice from the Board of Directors.
6. No animal of any kind shall be bred in any unit or any other place on the property.
7. No exotic animals shall be kept in any unit.
8. To prevent the possibility of attracting rodents (rats, mice, etc.), it will not be permitted to place any food outside to feed any animals or birds.
9. All complaints relative to pets shall be in writing and shall be mailed to the Management Company or entered on their maintenance portal.
<http://www.lallypropertymanagement.com/owner/>

Payment of Fees and Utilities

1. All maintenance fees and special assessments must be mailed to Management Company or paid on the management company's portal. Auto-pay is recommended to avoid late fees.

Lally Property Management
2017 Boulevard Napoleon
Louisville, KY 40205
<http://www.lallypropertymanagement.com/owner/>

Maintenance fees are due on the 1st of every month, and they will be considered late if not received by the Management Company's office or post marked any later than the 10th of each month in which they are due. If not received by or postmarked by the 10th a \$15.00 late fee per month will be assessed.

2. Procedures for the collection of delinquent maintenance fees:
 - a. The delinquent owner will have Ten (10) days from the date of the letter informing them that they are delinquent to pay the amount due.
 - b. If the delinquent owner's account is not paid in full within Ten (10) days of the delinquent letter the matter will be turned over to an Attorney. The delinquent owner will be responsible for all court cost, attorney fees and interest on the amount due.
3. The due date and a late fee for any special assessment will be determined at the time that a special assessment is approved.
4. The interest rate on any unpaid maintenance fees, expenses and assessments will be 12%.
5. A \$20.00 fee will be charged for any checks returned for insufficient funds. After the second check is returned for insufficient funds, any payment pertaining to the unit must be by electronic file transfer, money order or by certified check.

General

1. You are encouraged to login to the management company's portal to register your vehicles, enter emergency contact information, make payments or set-up autopay and/or to report any maintenance issues or complaints.
<http://www.lallypropertymanagement.com/owner/>
2. If you have a car break-in or other issue, please report it to the Management Company as soon as possible. This will allow any applicable video footage to be recovered and reviewed.
3. Any issue outside of this set of basic Rules and Regulations should be sent in writing to the Management Company or entered as a ticket in the management company's portal. Please make your reporting as comprehensive as possible.
4. The owner must notify the Management Company within five (5) days of putting their unit up for sale or lease.
5. Before renting, leasing or closing, the owner must notify the Management Company of the name(s), email address and telephone numbers of the person or persons that are going to rent, lease or buy the unit.