

SHENANDOAH CONDOMINIUM UNITS, INC.
RULES AND REGULATIONS
Effective 4.1.2022

1. Maintenance fees are due on the first day of every month. If payment is not received on or before the fifteenth of each month, there will be a late fee of \$15.00 in addition to the maintenance fee and a \$10.00 administrative fee. Failure to pay fees on time may result in legal action, up to and including foreclosure.
2. All non-emergency plumbing requiring a water shut off, **MUST** be scheduled through BSP. Repairs are to be scheduled for a Wednesdays between 9:00am and noon. Unless you have a shut off valve installed on each faucet in your condo, the water must be shut off at the street. This means all condos are without water during this repair and that also directly effects the boiler/chiller system. Owners must be given 48-hour notice before shutting off the water.
3. Maintenance requests should be submitted to Bill Stout Properties via the online portal or by calling (502) 637-5077 ext. 251. Any call made outside BSP office hours is charged a \$50.00 fee. If the Board deems your call was not an emergency, that fee will be charged to the unit owner.
4. Pets must be confined to the pet owner's unit and must not be allowed to roam free or be tethered. Pets must not be left unattended on patios or balconies. Pets in transit are to be carried, restrained by a leash, or placed in an animal carrier. Pet owners must always have pets on a leash (no longer than 10 feet), as stated by St. Matthews Ordinance 88-03. Pet owners must pick up/dispose of any feces promptly. Pet walking locations are posted. Pets determined to be a nuisance to other Owners/residents/visitors may be permanently removed from the property three days after a written notice from the Board per the Master Deed Section 12, Paragraph F.
5. Clubhouse rental is \$25 plus a \$100 refundable damage deposit. The Owner renting the facility must be in attendance. The Clubhouse cannot be rented for more than two consecutive days. Reservations can be requested by emailing or calling BSP. They will contact the Board for approval. After a thorough inspection by a Board member, the deposit will be returned unless cleaning or repairs are needed. Clubhouse rental **DOES NOT INCLUDE USE OF THE POOL.**
6. Each owner is responsible for the appearance of doors, windows, patios, and balconies as they are viewed from outside of the unit. The owner is to keep the unit clean and in good repair. No signs, awnings, canopies, or satellite dishes may be installed without written consent of the Board.
7. Washers and dryers are not recommended to be installed. The drainpipes, while up to code when built, cannot accommodate multiple units emptying dishwashers, washer, and tubs at one time. Any damage to common property or that of another owner, caused by a water backup from their use will be the responsibility of the washer's owner. Dryers must be vented inside the unit, not into the wall or ceiling.
8. When selling units, owners must notify BSP in accordance with the master deed.
9. Please observe the posted speed limit maximum of 10 mph and yielding to pedestrians and pets.

10. Owners should inform all visitors to park in spaces marked "V" for visitors only. The numbered spots are reserved for owners.
11. Per the Master Deed, Section 12 Paragraph B, no "for sale," or signage of any kind may be placed on the unit, in the window or condominium property.
12. Any electrical work must be performed by licensed and insured electricians.
13. Owners are responsible for the cost of repairs and maintenance within their home and their home's systems.
14. Rumpke Waste Management empties the trash dumpsters twice a week. All trash must be contained WITHIN the dumpster so the lid and side doors can be closed. No trash or other items are to be left outside the dumpster. Only building materials from owners' units may be placed in the dumpsters. Appliances, furniture, etc., must fit completely inside the dumpster or it will not be emptied. There is one Recycle dumpster located at the end of the driveway past the Clubhouse which is emptied every two weeks. All boxes must be flattened. Please use all the lids to distribute the trash evenly. Items that are recyclable are listed on the side of the green dumpster.
15. The pool is open to owners in good standing with the Association. Pool rules are posted separately.
16. The laundry room is available 24/7 to owners in good standing with the Association. Laundry rules are posted separately.
17. Smoking is not allowed in indoor common areas such as the laundry room, clubhouse and building hallways.
18. Be respectful of your neighbors regarding loud noise such as music, barking dogs, car horns, closing doors, etc.
19. The mail shelves are provided for the convenience of the USPS and residents. It is the responsibility of owners and residents to claim their items (wanted or not). We do not employ services to clean up advertising circulars, newspapers, etc. Outgoing mail may be placed on top of the mailbox.
20. Disabled or otherwise abandoned vehicles, trailers, campers, etc. are not permitted on Association property. The Association will attempt to reach the vehicle owner, including ticketed warning and ultimately towing at the owner's expense.
21. There shall be NO VEHICLE REPAIRS allowed in the parking lot or on the grounds.
22. No open flame cooking devices or charcoal burners shall be operated on combustible balconies/patios within 10 feet of a combustible construction. Section 308 of the Louisville Municipal Code: Open Flames. This includes tiki torches, oil lamps and propane tanks.

Shenandoah Condominium Units, Inc.

Fine Policy

VIOLATION. If any owner or any person who occupies a unit (referred to collectively herein as the “Owner”) violates any provision of the Master Deed, the Bylaws or the Rules and Regulations for the Council of Co-Owners of Shenandoah Condominium Units, Inc. (“**Association**”) such violations may be grounds for the assessment of monetary fines against the **Owner**, b the Association’s Board of Directors (“**Board**”). A contributing violation shall be a violation that occurs each successive day the Owner continues to create and/or cause a violation or allows a violation to continue. “**Owner**” shall have the meaning as set forth in the Master Deed and Bylaws of the Association. If there are multiple owners of a unit then all **owners** of the unit shall be jointly liable for any fine assessed. The **Owner** shall be responsible for the occupant/s of the unit as well as any visitors to the unit. If the fine is for a violation by the person/s occupying or visiting the unit the **Owner** shall be responsible for any fine levied. Before any fine may be levied for any violation the following procedures shall be followed:

NOTICE OF VIOLATION. A Notice of Violation shall be either hand delivered to the Owner or mailed via US mail first class postage to the address that the Association has on file for the Owner. The notice will give the date and time the Board will meet to determine any action to be taken pertinent to the violation. Such hearing date shall not be less than 10 days and not more than 30 days from the date of the Notice. (The Board will consider reasonable schedule changes if the Owner contacts the Board at least 72 hours prior to meeting to request such changes along with the explanation why is should be changed).

HEARING. Upon appearance at said meeting the Owner will be allowed the opportunity to explain if the violation did occur and if not, why the Owner thinks it did not. The Owner will be allowed to present any evidence he/she thinks necessary. Should the Owner fail to appear at the meeting he/she forfeits any opportunity to present evidence at a later time. Following the Owner’s presentation, the Board will decide whether a violation has occurred and if so, what action will be taken. In the event the Board fails to have a quorum present, the meeting will be rescheduled. The Board’s decision shall be final.

FINE SCHEDULE:

- The fine for the first violation shall be \$50.00.
- The fine for the second violation shall be \$100.00.
- The fine for the third violation shall be \$250.00.
- The fine for a continuous violation after the fine for the first violation shall be \$50.00 for each day thereafter the violation continues.

REMEDIES. The HOA Board shall have all the rights and remedies to enforce and collect any fine or fines levied hereunder the terms of the Association’s Master Deed, Bylaws and Rules and Regulations under applicable law. Any fine levied herein shall constitute a lien on the applicable Unit as well as any legal fees associated with filing any liens and the HOA Board may record a notice of such lien in all appropriate offices.