

Notice to ALL Residents (Owners & Tenants)

of

Jackson Park Condominium Owners Association

August 2014

Important Association Rules & Courtesies:

REPAIRS: Please call Jenkins Properties at 818-542-6850, Ext. #30 for general building problems (such as small water leaks, garage door and elevator troubles, etc.) and any other NON-Emergency issue. For Maintenance **EMERGENCIES** (such as major water leaks, roof leaks, etc.) please call the Maintenance Emergency number at 800-356-0846.

DOORS: Security & fire doors **MUST BE** kept **CLOSED** for everyone's safety. Please heed the signs.

SMOKING: There is **NO SMOKING** in common areas, including hallway, stairwell, garage, lobby, laundry room. **NO EXCEPTIONS.** Further, Glendale passed a law that beginning April 8, 2010 NO SMOKING is to be permitted on balconies/patios of multi-family condo & apartment buildings. Smoking is only permitted inside your own unit or outdoors, and smokers will be expected to observe common sense safety and also clean up after themselves.

GARAGE ENTRY: Main Garage entry courtesy – **PLEASE** allow someone pulling into the garage from the street to enter first before driving up to the gate. Because the street can be busy, it is not as easy for the car entering the garage to back-up as it is for a car already inside to wait. All garage/parking space areas **MUST** be kept clean of oil spills at all times.

PETS: The amended (Dec. 2011) CC&R's state that no more than one (1) household pet may be kept in each Unit, so long as the same is not kept, bred or maintained for commercial purposes. Dogs shall not exceed 35 pounds. Renters or Lessees may not have pets. Owners are responsible for the conduct of their pets and must pick up after them. Violations will be subject to fines, especially if any damages to common areas are caused by pets.

NOISE and NUISANCE: Disturbances that will interfere with the rights, comforts or convenience of residents is **PROHIBITED.** This includes, but is not limited to, loud operation of a TV, Hi-Fi Stereo, radio or recorder, loud screaming, yelling and singing or the playing of musical instruments, especially before 9:00 AM or after 10:00 PM. Permissible hours for remodeling/construction within an individual unit is Monday – Saturday between the hours of 8:00 AM and 5:00 PM only, **NO** remodeling/construction permitted on Sundays or Holidays. **NO EXCEPTIONS.**

ROOF: **NO** owner or resident is permitted on the roof at any time, **ONLY** licensed, insured and bonded vendors such as AC/Heating, cable or dish TV technicians or roofers should have access to the roof. **NO EXCEPTIONS.**

REMODELING/RENOVATIONS: **NO** owner or resident is permitted to remodel or renovate their unit without the prior written approval of the Board of Directors. Installation of Hard surface/Hardwood flooring on the second and third floors of the building are expressly prohibited unless otherwise approved by the Board of Directors. Failure to comply will result in a fine/penalty as determined by the Board of Directors and the immediate removal of the Hard surface/Hardwood flooring.

STORAGE: Storage in garage is permitted only in the built-in cabinets owned by each unit. Boxes and other bulky items (except bicycles & hand carts) cannot be stored on the floor around your car space. It is a fire code violation to store belongings on the floor of garage or areas other than in the designated storage bins above the parking spaces. Any fines imposed on the Association will be charged back to the responsible owner.

TRASH & RECYCLING: Please keep our building looking nice and clean. **DO NOT** leave trash, especially food, sitting out in common areas, hallways, the lobby, garage, etc. Throw it away. Likewise, if you spill or break something in a common area, make a reasonable effort to clean it up, so it **DOES NOT** pose a hazard or nuisance to other residents. Please use the dumpster in the back as well as the recycling bins outside.

LAUNDRY ROOM: Please keep this area tidy and clean for everyone. Turn the lights off when you leave. Clean out the lint trays of the dryers after use. If you have a problem with one of the machines, i.e. lost quarters, doesn't work, etc., please call the 800 number to the company that services the machines to report it and place a note on the machine for your fellow residents.

MAIL: Please check lower bins for oversize items addressed to you. Also, please **DO NOT** throw away the grocery flyers in the lobby the same day they are delivered, please leave them for a few days, so that everyone has a chance to take one.

FINES

1st Offense....Warning

2nd Offense....\$25.00

3rd Offense....\$50.00

4th Offense....\$75.00

5th & subsequent offenses \$150.00 and possible legal action to remedy problem

Every Owner and occupant shall comply with these Rules and Regulation as set forth herein, any and all regulations which from time to time may be adopted, and the provisions of the Declaration, By-Laws and Articles of Incorporation of the Association, as amended from time to time. Failure of an Owner or occupant to so comply shall be grounds for action which may include, without limitation, an action to recover sums due for damages, injunctive relief, or any combination thereof. In addition to all other remedies, in the sole discretion of the Board of Directors of the Association, a fine or fines may be imposed upon an Owner, his/her family, guests, invitees, lessees or employees, to comply with any covenant, restriction, rule or regulation herein or in the Declaration, Articles of Incorporation or By-Laws, provided the procedures set forth in the By-Laws are adhered to.

THANK YOU FOR YOUR COOPERATION
JACKSON PARK CONDOMINIUM OWNERS ASSOCIATION
BOARD OF DIRECTORS