



## CONCORD CONDOMINIUM COMMUNITY POLICIES

Revised November 1, 2021

### **FIRST CALL YOUR LANDLORD WITH ANY PROBLEMS INSIDE YOUR UNIT, BEFORE YOU CALL THE OFFICE.**

Report ANY leak, mildew or condensation on the ceiling or elsewhere in your unit immediately. Report the smell of SMOKE or suspected fires immediately. No outside fires except charcoal are permitted.

**Concord Condominiums is private property and all owners, tenants and guests must follow the rules and regulations.** All requests from the Concord Security officer must be obeyed. Anything outside the unit door is common property owned by the Concord Condominium Homeowners Association.

All local ordinances regarding conduct, noise, curfews and other behaviors apply at Concord unless they are less restrictive than Concord Policies.

#### 1. RULES AND REGULATIONS:

These Rules and Regulations will be enforced as follows:

- A. Violations being reported by owners, tenants or others should be reported to the manager in writing.
- B. Violations relative to a unit will be reported to the owner, in writing, by the manager. The manager will also notify the Board of Directors for appropriate action.
- C. Unit owners are responsible for the actions of their tenants, guests, employees, agents, clients or invitees. Unit owners are responsible for any damages.

#### 2. OBSTRUCTIONS:

Sidewalks, entrances, driveways, passages, stairways and pool decks must be kept open and safe from obstructions and shall not be obstructed in any manner or used in any way for storage of any items.

We allow only these items in front of your unit but they should not block passage.

- A. Well kept plants in pots
- B. Two small outdoor chairs and a small outdoor table.
- C. A clean ashtray that should be cleaned daily.

#### 3. CHILDREN:

e

**Owners and tenants shall require their children and children of guests to comply with directions of the manager and all rules of the Condominium Association. Children are not allowed to play, ride bicycles, roller skate or use other toys in the driveways and parking areas,**

4. DESTRUCTION OF PROPERTY:

Owners nor their families, guests, employees, tenants or contractors shall mark, damage, destroy, deface or engrave any part of the common area of the property. Violating owners shall be responsible for such damage.

Anyone intentionally damaging the perimeter fence will be evicted and the owner of the unit shall bear the cost of repair.

5. CLEANLINESS:

Owners and tenants shall not allow anything to be thrown or fall from windows, doors, balconies or patios. No sweepings or other trash substances shall be permitted on the exterior of the building or on any common element. Each occupant is responsible for sweeping and otherwise keeping the entire length of the balcony or walkways in front of his/her unit clean and free of obstructions.

No odor shall be permitted to arise from any activity of owners or lessees that renders the property unsanitary or offensive to other owners or lessees.

Anyone using the common grounds of the property for urination or defecation will be evicted from the property.

6. RIGHT OF ENTRY INTO UNITS IN EMERGENCIES:

In case an emergency originates or threatens any unit, regardless of whether the owner is present at the time of such emergency, management or their agents shall have the right to enter such unit for the purpose of remedying or abating the causes of such emergency. The owner of each unit is requested by the Concord Condominium Association to deposit a key to each of his or her units with the office manager. The key will be under lock and under the control of the Association. It is clearly understood that entry will be for emergencies only. Any other entries will not be allowed without the expressed permission of the owner or resident. **If entrance is necessary by breaking the window or locks, repair of such elements will be at the expense of the owner.**

7. PLUMBING:

Water closets and other plumbing shall not be used for any purpose other than those for which they were constructed, and no sweeping. Rubbish, rags, clothing articles or other foreign

e

material substances shall not be thrown therein. Total costs of maintenance, repairs, and replacements connected with such abuse shall be paid by the owner or tenant upon demand.

#### 8. ROOF:

Owners are not permitted on the roofs for any purpose and shall be responsible for keeping their families, guests, employees, tenants and contractors off the roofs.

#### 9. SOLICITATION:

There shall be no solicitation by any person anywhere on the property for charity or for any other cause whatsoever.

#### 10. PARKING:

All parking on the premises shall be for the primary use of automobiles, vans and pickup trucks. Boats, trailers, limousines, oversized commercial vehicles and dump trucks may not be parked anywhere on the premises. Requests to park oversized vehicles in the southwest parking area or other accommodations may be granted to residents on an individual basis.

No vehicles should be parked in a numbered parking space that is not assigned to that individual unless specified by the manager.

**If a vehicle is parked in your parking space please take down the license number, make and model of that auto and give this information to the office, we will ticket that person with a fine.** Please leave a note on the car that is in violation so they are aware.

No vehicle that will not run, is unlicensed, has expired tags, expired inspection stickers, a flat tire, is wrecked, or violates any state laws shall be allowed on the premises for more than 72 hours. The Association has the right to have such vehicles towed at the owner's expense. At no time during moving, deliveries or otherwise, will cars, trucks, motorcycles or bicycles be permitted on the grass or sidewalks.

Vehicles with "straight pipes" or other loud exhaust systems are not allowed to be operated on Concord property.

Vehicles may not be operated on Concord property or parked with external speakers for telephones or music in operation.

Vehicles may not be washed at Concord.

Vehicles may not be repaired or rebuilt at Concord without the express written permission of the manager. Such permission may be subject to approval by the Board of Directors.

All unnumbered parking spaces along the outer fence are considered "first come, first serve". Any parking space with a white line drawn through it diagonally is for visitors. Those spaces designated for office visitors, security, office manager or others are 24 hour tow zones.

e

Any person parked or "waiting" in a numbered unit must move if the unit owner or tenant requests them to do so, even if they do not park anything in it.

All vehicles must be parked squarely in designated spaces and centered, out of the flow of traffic. No vehicle may occupy any portion of a second space.

The overall Concord speed limit is 10mph.

Concord is not responsible for damage to any vehicle for any reason.

#### 11. FOOD AND BEVERAGES:

No grills or cooking of any kind will be allowed on the balconies or patios. Grills must be used 10 feet away from any structure. Grills on patios must be covered when not in use.

#### 12. RADIO, TELEVISION AND OTHER ELECTRONIC DEVICES:

It is required that the noise level of all radios, televisions and other electronic devices be kept moderately turned and not be an annoyance to other owners or tenants. There shall be no antennas installed or attached to the buildings by any individual owner or tenant.

#### 13. CONDOMINIUM UNIT USE:

Concord Condominiums is a residential community and no unit may be used as a primary office for commercial or retail purposes. Apartments may be used for file storage and similar business reasons. Such offices are not to be open to the public.

Nothing shall be done or kept in any unit or in any part of the common elements which will increase the rate of insurance on Concord Property, or cause its cancellation.

Waterbeds are not permitted at Concord without express written consent of the Board of Directors.

No owner may lease less than the entire unit. The lease must specify in writing that all rules, regulation and directives from Concord must be complied with by the lessee, and failure to do so shall be a default under the terms of the lease.

Units shall not be used for time-sharing, or periodic use by multiple owners, cooperators, licensees or internet based rentals.

#### 14. BUILDING EMPLOYEES AND CONTRACTORS:

No owner, member of their families, guests, employees, tenants or contractors shall harass, or give orders or instructions to Association employees or Association contractors. Any orders or instructions should come from the Manager.

ALL REQUESTS TO TURN OFF WATER MUST BE DIRECTED TO THE OFFICE IN WRITING 24 HOURS IN ADVANCE. ONLY THEOPLIS CAGE IS AUTHORIZED TO TURN OFF WATER TO UNITS. IN EMERGENCIES MR. CAGE WILL BE CALLED TO CONCORD.

e

Any damage to Concord Unit buildings must be reported to the office immediately.

#### 15. CONDUCT:

No person shall engage in loud, boisterous, disorderly, or unlawful conduct.

**No nuisance, public or private, no noxious, offensive, improper, immoral or unlawful activity constituting a nuisance that shall cause unreasonable noise or disturbance to others shall be conducted on Concord property.**

No unit owner or occupant shall make or permit any disturbing noises by himself or family, servant, employees, agents, visitors or licensees, or pets, nor permit any conduct by pets or persons that will interfere with the rights, comfort or conveniences of other unit owners or occupants.

Unit owners or tenants shall not play tv's, stereos, electronic devices, games or musical instruments inside or outside of their unit in such a way as to disturb others.

**Loitering within the complex is not permitted. This includes sitting in vehicles.** Outside gatherings are not permitted except by special permission of the board, and loitering on the grounds, parking areas, balconies, stairs, cars, curbs or elsewhere for longer than 5 minutes is not permitted. Appropriate law agencies will be notified for any disturbance.

Persons on Concord Property must have appropriate attire.

The use of drugs is not permitted on the common grounds of Concord. Marijuana is not permitted outdoors even for medical reasons. Anyone smoking marijuana indoors must ensure that the smoke does not penetrate to other units. Anyone caught selling drugs on Concord property will be evicted.

Discharge of firearms is not permitted on Concord property. Likewise, fireworks may not be used at Concord for any reason.

Garage sales or estate sales are specifically prohibited at Concord at any time. Owners or lessees may not conduct business that is open to the public from a unit.

#### 16. EXTERIOR APPEARANCE:

No bathing suits, towels, clothing or any other items shall be hung from the balconies or patios. No mops shall be shaken from or stored on the balconies, patios, terraces or windows. Balconies or patios shall not be used for storage of items not normally kept in these locations. No exterior additions such as painting, alterations or other changes in the exterior appearance in any building is permitted.

Changing any fences, hedges, walls or other structures shall not be permitted until plans and specifications showing the nature, kind, shape, height, materials, locations and approximate cost has been submitted in writing to the manager. The manager will review the plans and if approved, submit them to the Board of Directors for final approval.

No owner shall modify the plumbing, or penetrate the exterior of the unit wall without express permission of the Board of Directors. This includes nailing or screwing hooks or other attachments into the bricks or mortar.

No aluminum foil or heavy plastic will be allowed on windows. All windows must have white backing.

Venetian blinds must be in good condition.

No air conditioners or fans, any part of which is visible from the exterior of the buildings, shall be installed in the windows.

#### 17. DELIVERIES:

Neither the Association or any contractual management firm shall receive or sign for any deliveries to unit owners or tenants.

#### 18. TRASH DISPOSAL:

All refuse, waste, bottles, bottle caps, cigarette butts, cans and garbage (other than that which the kitchen garbage disposal is designed to handle) shall be securely wrapped in paper or plastic and placed in the refuse receptacles.

Littering anything anywhere on the premises is forbidden. Any items too large to bag or wrap shall not be disposed of in the receptacles provided by Concord Condominiums without consent of the manager.

Appliances shall not be discarded near the trash receptacles. Metal must be placed in front of the rolloff on the southwest corner.

Discarded furniture **MUST** be moved to the rolloff dumpster in the southwest corner of the parking lot. **Nothing may be left outside of the trash dumpsters at the complex.**

## 19. SERVICE PEOPLE:

**No owner or tenant shall permit any service people to work on any private unit before 7:00A.M or after 8:00 P.M. except in an emergency.**

## 20. SIGNS:

No signs, advertisement, notice or other lettering shall be exhibited, inscribed, painted or affixed by any owner or tenant on any part of the outside of a unit, without prior written consent of the manager. This includes advertisements of Concord Condominium Units "for sale", or "for rent" signs.

## 21. PETS:

A. No animals shall be raised, bred or kept in any unit except for dogs, household cats and small birds owned as household pets by a tenant or unit owner, providing the pet is not kept for any commercial purpose, and providing such pet meets any requirements stipulated in the Concord Condominium Declaration, charter by-laws and rules.

B. Each pet owner shall assume full responsibility for any personal injury or property damage caused by his or her pet, and shall indemnify the Association and hold it harmless against any loss or liability of any kind that might arise from the privilege of keeping a pet within the condominium property,

C. The pet of any unit owner or tenant, including dogs and cats, found loose and not attended to on common grounds with or without an identifying tag, will be reported to local authorities and may be picked up.

D. All Pets must be on a leash when on the common ground elements and under the control of a person. Pet excrement is not to be left on common grounds. **Unit Owners or tenants will be responsible for the cleanup of excrement.** Please walk your pets in areas away from sidewalks and parking lots.

E. Any pet causing damage or continual disturbance will not be permitted to remain on the premises. The pet owner will be notified by the management after each of three registered and confirmed complaints. The third notification to the owner will also carry a request for immediate removal of the animal from the premises.

## 22. SWIMMING POOL:

**ALL PERSONS USING THE POOL DO SO AT THEIR OWN RISK.**

1. Children under 12 years of age are the sole responsibility of a parent or guardian and not under the supervision of the association staff. No child under 12 years of age will be permitted in the pool unless accompanied by a parent or guardian.
2. Rafts are not allowed in the pool. Small pliable plastic toys are permitted but no hard or sharp objects will be permitted.
3. No glass containers are allowed within the pool enclosure.
4. No running, wrestling, pushing, ducking, ball throwing, or any horseplay is permitted.

5. All injuries, however small, must be reported to the manager.
6. Babies in diapers are not permitted in the pool.
7. Persons with communicable illnesses / skin diseases, eye, nose, or throat infections are prohibited from using the pool.
8. No pets are allowed in the pool area.
9. No food or alcoholic beverages are allowed in the pool area.
10. No cutoffs or jeans are allowed in the pool. Proper swimming pool attire as determined by the manager shall be worn in the pool.
11. The swimming pool is for the use of Concord Condominium residents. A resident may invite a guest. Guests must be accompanied by a resident who assumes full responsibility for their proper conduct. Pool passes, provided by the management, must be worn to enter the pool area.
12. The Pool Manager has the authority to enforce all rules and regulations.
13. The Rules and Regulations as herein adopted shall be subject to Louisiana Health Department requirements.
14. Persons who smoke must use containers provided for ashes and cigarette butts.

#### 23. LAUNDRY ROOM:

- a. Pets are not allowed in the laundry room.
- b. Unattended children are not permitted in the laundry room.
- c. Neither the Association nor any contractual management firm (including such firm's employees) shall be responsible for damage or loss of any laundry item through use of the laundry room.

#### 24. GUEST SUITE:

Private use of the Guest Suite must be arranged through the manager. The user is responsible for the rooms being left clean as well as any damage or breakage during their use. A deposit is required to cover any abuse or damage caused by the users.

#### 25. VIOLATIONS:

The Association and any owner damaged by any breach or violation of the Rules and regulations herein set forth or adopted in the future shall have the following remedies against any OWNER, any tenant of any owner, guest of any owner or member of any owner's family.

- A. The owner and the tenant of the unit may be fined \$50.00 or more.
- B. Action may be taken to recover damages.
- C. As an alternate remedy, enforcement of Rules and Regulations by an action of injunctive relief.



D, In the event the Association, or any Owner brings any of the above actions and shall prevail in said action, the Association or any contractual management firm or said Owner bringing said action shall be entitled to recover all court costs incurred in said action and reasonable attorney's fee, including trial and appellate review, and in bankruptcy or other administrative or judicial proceedings.

Office # 225-828-7877

To ask for clarification call during  
business hours 8:30 to 5:30 daily.