



Condominium Rules and Regulations

Date: October 1, 2021

Updated: October 1, 2021

The following Condominium Rules and Regulations have been established for the benefit of all owners and residents of condominium units at The Greene Avenue Condominium.

Condominium living requires that community interests take precedence over some personal preferences at times. It is important, therefore, for residents to understand that the Greene Avenue Condominium enforces its Rules and Regulations for the benefit of the community as a whole, and that conduct, which might be acceptable in a neighborhood of single family dwellings, might be inappropriate here.

These rules are intended to contribute to promoting and preserving a safe, clean and hospitable environment for the owners and residents, and assuring the peaceful enjoyment of our community. They are also intended to protect and enhance the property.

The Rules are not designed to unduly interfere, restrict or burden the use or enjoyment of the property. However, all owners, residents and their guests are expected to abide by the Rules and Regulations, which are meant to supplement the provisions of the condominium Act, Declaration and/or Bylaws.

If the Rules and Regulations conflict with a declaration, act or bylaw, the provision from the declaration, act or bylaw shall take precedence.

RULES and REGULATIONS

1. RESPONSIBILITY OF OWNERS

Unit owners and residents are responsible for their own conduct, as well as the conduct of their children, pets, guests, lessees, contractors, and all other persons whom they invite or bring into the condominium. Unit owners will be held liable and accountable for any damage which they or their children, guests, lessees, contractors, or pets may cause in and to the common areas.

2. NUISANCE AND NOISE

Owners and residents have a right to occupy their units peacefully and without recurring disruptions or disturbances. At no time shall any noise or activity in a unit be so loud or persistent as to infringe upon a neighbor's quiet enjoyment of their home. Examples of nuisance noises or activities include volume of televisions, radios, music or musical instruments, loud conversations, overhead stomping or running, moving of furniture, use of tools or equipment, yard activities, barking of dogs, etc.

Quiet Hours: Owners and guests shall reduce noise and activity levels during the hours of 10PM to 8 AM weekdays, and 12PM to 9 AM weekends, so that neighbors are not disturbed.

3. SMOKING AND VAPING

Greene Avenue Condominium is designated as a smoke and vape free facility. Smoking/vaping is not permitted in any common area inside of the building.

Residents who smoke or vape within their unit, balcony, terrace or yard, shall take care not to disturb other unit owners with their smoke.

Care shall be taken to safely extinguish cigarettes etc. to prevent the risk of accidental fire, especially on balconies and terraces. Throwing cigarettes or cigars from balconies is strictly prohibited.

4. TRASH DISPOSAL

Each unit shall be responsible for the proper disposal of their refuse (daily trash and recyclables) into the appropriate containers supplied outside for this purpose. No trash shall be left in vestibules, hallways, or in other common areas inside the buildings.

The Condo Trash Policy (see Attachment A below) provides a guide for the disposal of cardboard, wood, yard waste, bulky items, furniture, and appliances. Residents shall make arrangements with appropriate city agencies or other service providers for removal of voluminous, heavy, or oversized trash from the premises.

5. BALCONY AND TERRACE

For the safety of our residents below, no flag poles, structures, antennas, attachments, or decorations shall be allowed to extend outside of or overhang balcony railings. Flower boxes on balcony railings shall be installed facing inward and be properly secured.

Watering of plants, sweeping, cleaning, and other activities on balconies shall be contained in a manner that does not affect neighbors or property below.

Outdoor furniture and decorations on balconies shall be stowed or secured to prevent injury or property damage during windy or severe weather. No objects of any kind shall be placed or stored on parapet walls located on terraces.

All outdoor balconies shall be kept in clean and neat order, with respect for neighbors and the neighborhood. All front facing balcony railings shall remain painted in the same color.

6. HALLWAYS, BASEMENTS, AND COMMON AREAS

Clear, unblocked ingress to and egress from the units shall be maintained at all times for safety purposes and in case of emergency or evacuation.

Items of personal property such as bicycles, baby strollers, toys, furniture, equipment, boxes, clothing, or other shall not be stored in building lobbies, vestibules, hallways, stairwells, rear door outer egress areas, basements, closets, or utility rooms.

7. BICYCLES

Bicycles shall not be stored in any common area of the condominium. Bicycles may be locked up outside at one of the sidewalk bike racks provided by the city, or brought inside of a unit (or its backyard, balconies or terraces).

Residents carrying bicycles in the stairwells shall exercise care not to mar the walls with tire marks or otherwise damage walls or paint with protruding parts.

8. PETS

All pets, including certified guide or signal dogs and cats shall be maintained on a leash when in common areas of the building. Pet owners and handlers shall be responsible for cleaning up after their pets while on condominium property.

No animals of any kind shall be raised, bred or kept in any unit for any commercial purpose. No livestock, chicken, pigs or farm animals whatsoever shall be allowed or kept in any part of the buildings.

9. HAZARDOUS SUBSTANCES

Residents shall not use or permit to be brought into any unit or common areas anything deemed hazardous to life or property, such as gunpowder or other explosives, gasoline, kerosene, methanol, or other flammable or combustible substances of any nature. No substance shall be introduced or manufactured within the units, which may result in a violation of the law or in the increase or cancellation of the Condominium's insurance policy.

10. OUTDOOR GRILLS AND FIRES

IMPORTANT NOTE: Rules regarding usage of outdoor grills and fires are set by NYC Fire Department code and by NYC law. Neither the Greene Avenue Condominium board of managers nor its managing agent may offer or allow a less restrictive set of rules.

Outdoor barbecues with standard 20 lb. Propane tanks are illegal and are not permitted for use anywhere at Greene Avenue Condominium.

Outdoor patio fireplaces, patio hearths, fire pits and chimneys are illegal and are not permitted for use anywhere at Greene Avenue Condominium.

Hibachi-style barbecues with propane tanks smaller than 16.4 ounces are legal and permitted for use in yards, and on balconies and terraces.

Electric barbecues are legal and permitted for use in yards, and on balconies and terraces.

Charcoal barbecues are legal and permitted for use in backyards and on terraces, but illegal and not permitted for use on balconies.

Outdoor grills or fire devices of any kind are not permitted on the building's upper common roofs.

No matter the location of a permitted grill, residents are legally obligated to follow NYFD rules of safety regarding proximity to flammable materials, and to have immediate access to a fire extinguisher, water supply, or sand to stamp out errant sparks or flames.

11. DELIVERIES/PACKAGES

The lobby area shall not be used to store packages or deliveries beyond the day they are delivered. Residents shall not use the lobby or any common areas for commercial sending or receiving of packages or boxes.

12. ROOFTOP ACCESS

Rooftop shall not be used by residents for any personal, social, or business purposes. Access to the rooftop shall be limited to building management or approved contractors doing maintenance or repair work.

13. PEST CONTROL

Residents shall be responsible for pest control within their unit. Residents shall follow good practices regarding cleanliness and sanitation inside units in order to prevent conditions favorable to pest infestation (e.g. by rodents, insects, ants). Residents shall make reasonable efforts to contain, eliminate, and/or prevent spread of pests to other units or areas of the condominium.

Bed Bug prevention and/or remediation is a serious matter, and residents shall engage professional extermination services.

Pest control in the common areas shall be provided by the Managing Agent.

14. TOILETS AND PLUMBING

Residents shall not use toilets for any other purpose other than for flushing human waste. No other substances or materials shall be flushed in toilets or placed into sink drains, e.g: feminine products, cooking grease or food, baby wipes/wet wipes/cleaning pads, dental floss, q-tips, diapers, pills, or cigarette butts.

IMPORTANT FOR FIRST FLOOR UNITS: Basement level toilets are located below the sewer line in the street. The contents of each flush flows through a special sewage ejector pump system in the utility room, and these pumps are extremely vulnerable to clogging from baby wipes/adult wipes/cleaning wipes -- even if such wipes are labeled as flushable.

Residents of ground floor units shall be responsible for the cost to repair or replace basement sewage ejector pumps damaged by baby wipes/adult wipes/cleaning wipes flushed in basement level toilets.

15. SHORT TERM RENTALS (Air B&B)

Per NYC's Multiple Dwelling Law (MDL), apartments at Greene Avenue Condominium shall not be offered for short term rental (less than 30 days) unless the unit owner lives on-site during the stay.

16. APARTMENT ALTERATIONS/RENOVATIONS

Requests for alterations or renovations that change the original structural layout, plumbing, or mechanical features of a unit interior, common area, or building exterior shall be submitted in writing to the Board for review and approval.

Alteration agreement, insurance requirements and vendor guidelines etc., are available from the managing agent. Alteration renovation hours are Monday – Friday, 8:00 AM – 6:00 PM ONLY.

17. MOVE IN/OUT POLICY

Residents (owners or renters) moving in or out of Greene Avenue Condominium shall abide by the Move-in/Move-out Policy (obtained from the managing agent) which outlines requirements such as advance notification, permitted times/days, insurance requirements, damage deposit, trash removal, and other rules providing for a safe, clean, and courteous move.

18. KEY FOBS

Known lost key fobs shall be reported to building management so the fob can be deactivated. Additional or replacement fobs may be requested at a cost of \$20 for each fob. Cost of fob shall be added to the monthly common charges bill for that unit.

Attachment A: Trash Guidelines

By following these guidelines, we can keep our buildings safe and clean for owners and residents, and help minimize the impact of our trash areas on the neighborhood.

HOUSEHOLD TRASH

Household trash shall be securely bagged and placed into bins in the trash receptacle areas. If the trash bins in front of the building are full, try bins of another building.

No trash shall be left outside the apartments, in hallway areas or in other common areas. Care should be taken that bags do not break or leak while being carried out to the bins.

RECYCLING

Residents shall sort recyclables following NYC rules. Recyclable items include paper and cardboard, glass, metal, rigid plastic, and beverage cartons. Recyclables must be separated from regular household trash and placed into the correct recycling bins.

Plastic, glass, and metal: Plastic bottles, cans, and glass shall be placed directly into the green recycling bin; *do not leave these items in plastic, grocery, or other bags inside the bin.* Take care that glass recycling items do not drop or break in the hallways or on the sidewalk.

Paper and smooth cardboard: Mixed paper and smooth cardboard (e.g. cereal boxes and small packaging) shall be placed into the paper recycling bin.

CARDBOARD/CORRUGATED BOXES

Cardboard boxes (e.g. Amazon, produce, or packaging) shall be broken down and flattened before being placed outside. Oversized boxes (e.g. big screen TV, appliances, or furniture) shall be cut down to smaller sized pieces. Cardboard shall be neatly stacked and placed between the building and the trash bins. It is not necessary to tie or bundle cardboard pieces before bringing them outside.

LARGE AMOUNTS OF TRASH

Residents disposing of large amounts of trash (e.g. move-in/move-out, big projects, gardening debris) shall make sure the bags are not over-filled or too heavy, and shall follow guidelines for large and heavy items listed below.

BULK, HEAVY ITEMS AND APPLIANCES

Shelving, lumber, wood etc., placed out for collection shall be securely tied/taped in bundles of 2-3 pieces. Nails and other sharp protruding items must be removed or flattened to prevent injury to building staff and sanitation workers.

It is strongly recommended to review the NYC Sanitation website for bulk trash policies or call 311 prior to disposing of very large or heavy items, as these items may need to be removed by appointment.

Large items such as furniture or appliances shall be placed directly at curbside only on Sunday, Tuesday or Thursday after 4pm for pick-up the next day. Large items must not be placed in the trash receptacle area. Items made mostly of metal must be put at curbside on Tuesday afternoon for Wednesday pick-up.

CONSTRUCTION TRASH AND DEBRIS

Absolutely no construction materials may be left in front of the building. Trash, materials, or debris taken out by contractors must be removed from the property by the contractor.

IMPORTANT NOTES

Our building staff works diligently to maintain the trash and recycling areas, and to coordinate with the NYC sanitation department pick up schedule.

Managing improper or excessive waste disposal is not within the scope of our building staff duties. The cost for such additional work, as well as any expense for tickets or fines levied against the condominium for improper recycling or trash disposal shall be passed on to the offending unit's owner.

For more information on trash disposal and recycling, visit nyc.gov/sanitation. You may also contact Adventure Properties at (718) 488-9430 or advprop@aol.com with questions.

AMENDMENTS TO RULES AND REGULATIONS

The condominium Board of Directors can make, amend or repeal a rule. When changing rules, the board must:

- a) Notify owners about any changes they want to make before those changes become effective.
- b) Provide all owners with written notice of the rule at least 30 days before the rule becomes effective.

COMPLIANCE

All owners bound by the Rules shall comply with them and the rules may be enforced in the same manner as the property's bylaws.

ENFORCEMENT OF HOUSE RULES

The Managing Agent is designated as agent of the Greene Avenue Condominium for the enforcement of these House Rules.

The violation of any House Rules gives the Board or the Managing Agent the right to take all necessary steps to abate, enjoin, or remedy such violation by appropriate legal action.

REPORTING AND HANDLING OF VIOLATIONS

Infractions of the House Rules should be reported in writing (by regular mail or e-mail) to the Managing Agent. The Managing Agent will handle all complaints on an anonymous basis, whenever possible.

It is suggested that minor disagreements should be settled between the individual unit owners affected (when possible).

ENFORCEMENT COSTS AND FINES

Costs and expenses, including reasonable legal fees, incurred in enforcing Rules shall be assessed by the Board of Directors against the violator and/or the owner responsible for the violation.

Notification of Violations

Initial letter from management notifying of the violation, along with a request to rectify the issue, or opportunity to refute

First official notification of violation, along with fine if necessary

Second official notification of violation, along with fine if necessary

Third official notification of violation, along with fine if necessary

Referral to building attorney for legal action if necessary

The fine structure shall be as follows for like violations within a 1-year period:

- a) A first offense shall result in a warning letter from management.
- b) A second violation shall result in a fine not more than 30% of the then current common charges for the unit with the smallest common interest in the condominium.
- c) A third violation shall result in a fine not more than 50% of the then current common charges for the unit with the smallest common interest in the condominium.
- d) A subsequent offense shall result in a fine not more than 75% of the then current common charges for the unit with the smallest common interest in the condominium, and the Board may direct that legal action be taken to enforce the condominium Rules.

Legal fees and costs of such action will be assessed to the violating unit. Any Notice required by this section shall be deemed given when it is given in hand or mailed to the unit owner.