

## **280-290 Collins Owners Corp.**

### House Rules (As amended through April 2023)

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1. The common areas of the premises, including but not limited to the lobbies, halls, stairways, exterior walkways, courtyards and grounds, shall not be obstructed or used for any purpose other than ingress and egress to and from the premises and apartments in the buildings.
2. No bicycles, mopeds, scooters or similar vehicles or baby carriages shall be allowed to stand unattended or stored in the lobby, halls or stairways or exterior walkways and courtyards and grounds of the premises. Bicycle storage may be provided on a first come first served basis, at the owner's sole risk and under such conditions and fees and locations as set forth by the Board of Directors. Any bicycle not displaying a tag identifying its owner is subject to removal and disposal without notice, as abandoned property.
3. No article or personal property shall be placed or stored in the garages or on the common areas of the premises, excepting only specified storage areas as set by management, same provided on a first come, first served basis at the owner's sole risk. No property may be stored in any location which is in violation of any law, ordinance, rules or regulation, or mortgage or any other agreement the Lessor has with any mortgagee, or which property is not clearly labeled with identification of the owner of same. Unlabeled property may be considered to be abandoned and disposed of accordingly. The Lessor shall have the right from time to time to curtail or relocate any space devoted to storage purposes, and to remove and dispose of property stored in violation of these House Rules.

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4. No common area of the premises shall be decorated **with wreaths, Halloween decoration**, etc. or furnished by any Lessee in any manner without prior written consent of the Board of Directors.
5. Use of Terraces, Patios, Balconies: All provisions of the proprietary lease regarding terraces or balconies also apply to patios; accordingly, no cooking is allowed on any terrace, patio or balcony. Owners of units with terraces and patios may not decorate any area outside the terrace or patio, nor may they keep personal property outside the terrace or patio, nor may any planter boxes, flower pots or plantings be installed or kept on any parapet wall or on the exterior side of a balcony railing. Plantings on terraces, patios and balconies require the consent of the Board of Directors; all approved plantings shall be in boxes or pots lined with impervious material and all must be on supports at least 2” from the terrace, patio or balcony surface. Plantings must not be located within 3” of any parapet wall, Any damage caused to the building or any portion thereof as a result of the placement of plantings on terraces, patios and balconies shall be repaired at the sole cost and expense of the unit owner. Personal property on a terrace, patio or balcony must be restricted to appropriate outdoor furniture and plantings; storage of personal property on terraces, patios and balconies is prohibited.
6. No sign, notice, advertisement or illumination shall be posted, inscribed, exhibited or exposed on, from or in any interior or exterior common area of the Premises without prior written consent of the Board of Directors.
7. No aerial, antenna or satellite dish or other device or equipment or line or cable shall be placed, attached to or hung from any portion of the exterior of the building or grounds without the prior written approval of the Managing Agent.
8. No one shall be permitted to create a disturbance of any kind in or on the lobby, halls and stairways and exterior walkways and courtyards and grounds of the Premises or elevators or other common areas of the property. Children shall be allowed to play on the exterior courtyard except for bike riding, skate boarding, roller blading etc., providing that such activity does not create an undue disturbance to other residents. Excessive yelling or shrieking, or other protracted loud noises will not be tolerated. Children are not allowed to play without adult supervision. Parents allow children to play at their own risk; the Coop assumes no liability for any injury as a result of such activities. No one *is* permitted on the roof or fire escapes, except in the case of fire or other emergency pursuant to notice by the Managing Agent.
9. Residents may use the laundry facilities only during the hours that are designated by the Managing Agent. These times shall be posted in the laundry rooms. The laundry facilities are provided as a convenience to and at the sole risk of residents, and under no circumstances is the Lessor liable for damage or loss resulting from the use of said facilities. Machines may not be used for any purpose other than the cleaning and drying of clothing and household linens. Any spills, mess or other mishaps must be cleaned up

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by the party causing the same. No one shall use the sinks in the laundry rooms for the disposal of paint, hazardous materials or other toxic or insoluble substances, nor may anyone use such facilities for the washing of any equipment, paint brushes, tools or containers.

10. Carts and laundry baskets are provided for the use of all residents and must be returned to the laundry rooms after their use. They are to be used to carry laundry ONLY. Carts are not to be kept in apartments or left in hallways overnight. Shopping carts are available to transport groceries or other items, but they must be returned to the area outside the super's office immediately after use.
11. The use of powder detergent has been banned in both laundry rooms. The fee schedule for each infraction is as follows:

1 <sup>st</sup> Infraction	Written Warning
2 <sup>nd</sup> Infraction	\$25 Administrative Fee
3 <sup>rd</sup> Infraction	\$50 Administrative Fee
4 <sup>th</sup> Infraction & On	\$100 Administrative Fee/Per Occurrence
12. Furniture, large appliances and other large items may only be taken in or out of the buildings through the service entrances. Notice of all such deliveries or property removal shall be given in writing to Management or staff on no less than two business days' notice, and such delivery or property removal shall be subject to such conditions as management or staff shall provide.
13. The moving of households into and out of the building shall only be permitted on Monday through Friday (except holidays) between the hours of 9AM and 5PM. Written notice must be given to the Superintendent and the Managing Agent on no less than two business days prior to such move, with or after the payment of such fees and security deposit as may be set and required from time to time by the Board of Directors, and which security deposit or an amount equal thereto in addition to any non-refundable fee, may be forfeited as liquidated damages for any material violation of the moving procedures.
14. Nothing may be hung or shaken from the windows or balconies or placed or stored upon the exterior window sills or fire escapes of the building. No article or object or property may be installed outside any window in violation of any fire or other ordinance, or in such a way as to impede the use of a fire escape or escape route.
15. Window air conditioners, fans or ventilators may not project beyond the window sills of the building if the window opens onto a fire escape and all air conditioners must be installed without damaging the windows or frames and in such an approved way as to be fully supported and not result in a violation of any state or local fire or other codes, nor directly over any entranceway to the building except as approved in writing by

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Management. No awnings shall be affixed to the building without the written consent of the Lessor.

16. No occupant shall make or permit any disturbing **noises** nor purposely release any noxious chemicals in or on the premises or do or permit anything to be done therein which interferes with the rights, safety, reasonable comfort or convenience of the other residents. No musical instrument, loudspeaker, mechanical or electrical motor or device can be operated in or on the premises between the hours of 10PM and the following 9AM if the noise or vibration caused or generated by the same shall disturb or annoy other permitted occupants of the premises.
- 17. In each apartment, at least 80% of the floor area of each room shall be covered with rugs or carpeting over suitable and sufficient padding or other sound abating material except only kitchens, pantries, bathrooms and closets. Such covering shall be required to be installed within 30 days after taking possession of the apartment. The use of sound or exercise equipment or other activity may require additional noise abatement measures.**
18. No group tour or exhibition of any apartment or its contents shall be conducted, nor shall any auction sale be held in any apartment without express written consent of the Board of Directors or Managing Agent.
19. No construction, demolition or repair work or installation of permanent equipment or fixtures shall be done in any apartment without prior written approval by the Board of Directors as required by the Proprietary Lease. Plans may be required, permits (to the extent same are required by code or ordinance) will be required, and proof of contractor licenses and adequate insurance coverage, in Management's sole discretion, must be submitted *to* the Managing Agent prior to any such work being started on the premises. Management may also require that all workmen entering or remaining on the premises for such work, register with Management and carry building issued or other identification as required by Management.
20. No construction, demolition or repair work or installation causing noise shall be conducted on Sundays or legal holidays, excepting only *in* cases of emergency, and non-emergency construction, demolition or repair *causing noise* may be done only between the hours of 8:30AM and 5:00PM.
21. Toilets and other water apparatus in the building shall not be used for any purposes other than that for which they were constructed, nor shall any rubbish, rags or other substances or articles be disposed of in the toilets or drains. The cost of clearing same or repairing any damage resulting from the misuse of any toilet or other apparatus shall be paid for by the Lessee in whose apartment it shall have been caused.

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22. The Board of Directors having determined that the plumbing systems of the Buildings are not sufficiently robust to allow use of washing machines without damage to the plumbing and to other apartments, washing machines, dryers, or combination washer/dryer machines are not permitted to be used or kept in any apartment.
23. Requests for repairs shall only be made in a writing delivered to the Superintendent or Management. Complaints regarding the services of the premises should be made by phone in an emergency, or otherwise, in writing to the Managing Agent of the Lessor. All such writings should identify the area of concern, as well as the individual making the request. Lessees who make a request for maintenance inside an apartment, to the extent same are permitted by Board policy at the time, are deemed to have consented to entry into said apartment by employees or agents of the Lessor to effect said repairs without further notice to the Lessee, unless consent is restricted on conditions set forth in the writing.
24. The following rules shall be observed with respect to household garbage and refuse:
  - a. Household garbage and refuse from the apartments shall be disposed of only by depositing same in the garbage receptacles supplied for that purpose on each floor. This trash is to be securely wrapped or bagged in drip-free packaging.
  - b. Recyclable bottles, cans and containers shall be washed clean and dry and placed in the recycle bins, which are located on the 2<sup>nd</sup> floor level, outside of each laundry room. Newspapers and magazines are to be placed on the benches next to the bins.
  - c. Small boxes, cartons (except for any such containers which held food stuffs which should be disposed of with the regular garbage) and other solid objects should be left in a neat manner on the floor adjacent to the bench for newspaper/magazines.
  - d. Under no circumstances should any lighted material, cigars or cigarettes be placed in the trash. No flammable, highly-combustible, hazardous or explosive materials such as without limitation, naphthalene, camphor balls or flakes, sawdust, oil-soaked rags, paint thinner or similar liquids, paint cans, unexpended aerosol cans, metal pots, or broken glass, knives, coat hangers or other materials which can cause injury shall be placed in the regular trash. These types of items and materials should be identified and/or wrapped securely and given to the Superintendent or staff separately.
  - e. The Superintendent must be advised in advance of the proposed disposal of large objects, furniture, appliances, fixtures or construction debris, and disposal charges may apply to such items.
25. No animal, including birds, fish, reptiles, snakes or insects, shall be kept or harbored in the premises unless the same in each instance be expressly permitted by resolution of the Board of Directors and evidenced in writing by the Lessor. Consent to harbor a dog will be granted by the Board in otherwise appropriate cases, to a household or unit, to harbor one dog only and limited to dogs whose weight at maturity will not exceed twenty (20)

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pounds, all as set forth in the dog rules annexed. Dogs shall not be permitted in or on the common areas of the premises or grounds at any time unless carried or on a leash. The service entrances when possible bringing dogs into and out of the buildings.

26. Dogs, when walked, should be curbed and their owners shall clean up after the animal in accordance with City ordinances. This is a pet friendly building. Any owner who doesn't clean up should not have a dog. A repeated failure to observe any rules involving pets, or the creation of constant offensive odors or noise or a health or safety threat may constitute grounds for declaring the offending pet a nuisance, and revocation of any consent given hereunder will be fined.
27. No food or substance may be spread or left upon the grounds or common areas or window sills of the building for the feeding of any bird or animal.
28. No vehicle shall be parked anywhere on the property in such a manner as to impede or prevent ready access to or egress from any entrance of the building by pedestrians or another vehicle, or in such a manner as to impede emergency services to the Premises. No vehicle may be left running in the parking lots unattended, or at any time in the enclosed garages any longer than is necessary to enter or exit the garage.
29. No vehicle shall be parked on the cooperative's property in such manner as to impede or prevent ready access to or egress from any entrance to the buildings or premises or other parking spaces. Up to thirty minutes parking, with the vehicle's flashing lights engaged, is permitted in the spaces in the designated area adjacent to the 290 service entrance for the purpose of loading or unloading. Parking is not permitted in the turnaround in front of the 280-290 entrances at any time. Vehicles may stop temporarily only for the purpose of picking up or dropping off passengers. Any vehicle parked in violation of any parking rule is subject to removal or booting without notice. All resulting charges are the sole responsibility of the vehicle owner.
30. The rules governing the assignment of parking spaces are determined by a separate parking garage lease. Only one motor vehicle may be parked in each individual parking space.
31. No resident or Lessee shall send any employee of the Lessor out of the premises on an private business of such person or another, nor engage such employee for private purpose or business during such employee's regular work day. Nominal services provided by employees of the building for a resident in accordance with the rules of the Cooperative Corporation employer, are supplied at the sole risk of the resident. No resident shall intentionally interfere with nor distract any employee during the performance of said employee's duties.

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32. The employees and agents of the Lessor, and any contractor or workman authorized by the Lessor, may enter any apartment on reasonable notice to the occupant and shareholder at any reasonable hour of the day for the purpose of inspecting such apartment to ascertain whether measures are necessary or desirable to control or exterminate any vermin, insects or other pests or to inspect for or investigate possible leaks or other dangerous conditions, or to obtain access to building components which are only accessible in or through the respective apartment, except and unless the condition is an emergency, in which case no notice is necessary.
33. Apartment units are for residential use only. No commercial enterprise or professional business shall operate or be conducted from any apartment.
34. Any consent or approval given under these House Rules shall be revocable at any time by the Lessor, excepting only the assignment of parking spaces, which assignment is governed by a separate parking lease. Violations of these House Rules may, in addition to any other remedies provided for in the Proprietary Lease, subject the Lessee's account for the apartment where the offending conduct emanates from, or in which the actor resides, to the assessment of administrative cost recovery charges in an amount determined by the Board of Directors.
35. Smoking is not permitted in any common area, either indoors or outdoors.
- 36. All shareholders shall be required to maintain homeowners insurance; this rule shall be effective as of December 1, 2016;**
  - a. The minimum limits for the homeowners insurance are as follows: general liability \$300,000; property damage \$50,000; and contents \$50,000;
  - b. 280-290 Collins Owners Corp. must be named as "certificate holder";
  - c. As per the proprietary lease, each shareholder must request that the insurance policy include "waiver of subrogation" language;
  - d. Higher limits and additional coverages may be required in connection with alterations;
  - e. All shareholders must provide a certificate of insurance showing the above coverages and certificate holder on or before December 1, 2016 and at any time within 10 days after a written request from the managing agent;
  - f. If the shareholder fails to provide an insurance certificate in compliance with this rule, the shareholder will be charged an administrative fee of \$125.00 per month until the shareholder is in compliance.
37. No lithium-ion powered scooters (e-scooters), bicycles (e-bikes), hover board or other similar lithium-ion battery powered personal transportation devices or their batteries may be kept, stored or charged in any of the buildings, garages, grounds or units at 280-290 Collins Owners Corp., with the exception of wheelchairs or mobility devices utilized by persons that are handicapped or disabled requiring same. Failure to comply with this

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house rule will result in a \$500 monthly administrative fee and the matter being turned over to legal counsel to handle.

38. These House Rules may be added to, amended or repealed at any time by resolution of the Board of Directors of the Lessor pursuant to the Proprietary Lease, and shall be effective upon three days' notice by mailing to shareholders of record. Failure to follow any of these House Rules may result in administrative fees being assessed.