

The Pelham Biltmore

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PMA HOUSE RULES

1. The public halls and stairways of the building shall not be obstructed or used for any purpose other than entrance to and exit from the apartments in the building. Nor shall they be decorated or furnished by any resident in any manner. Fire laws prohibit doormats in the halls.
2. No business may be operated on the premises except as permitted by law.
3. For purposes of noise abatement, the floor areas of each apartment must be covered with area rugs, carpeting, or equally effective noise-reducing material to the extent of at least 80% of the apartment square footage, excluding the kitchens, bathrooms, and closets. The floor covering must be supported by carpet padding, either jute or a similar type of padding and must be at least 3/8" thick.
4. Children shall not play in the public halls, laundry room, walkways, courts, stairways, elevators, or parking areas. No one is permitted on the roof.
5. No resident or guest shall make or permit any disturbing noises in the building or do or permit anything to be done which will interfere with the rights, comfort or convenience of other residents. No resident shall play any musical instrument or operate audio equipment between the hours of 11:00 p.m. and the following 8:00 a.m. No construction or other installation involving noise shall be conducted in any apartment except on weekdays between the hours of 9:00 a.m. and 5:00 p.m. pursuant to attached alteration instructions.
6. The use of marijuana is not permitted anywhere on the premises or in the residential units and is a violation of these House Rules. Any shareholder's unit that is positively identified as permitting or causing the use of marijuana will be fined \$1,200.00 for the first offense. Repeated violations will result in increased fines at the discretion of the Board, but in no event less than \$1,500.00. The Board and Management take the use of this illicit substance very seriously and continued violations will subject the Shareholder to termination of their Proprietary Lease and eviction.
7. No article shall be placed in the halls or on the staircase landing, nor shall anything be hung or shaken from the doors, windows or placed upon the exterior windowsills of the building. No tricycles, bicycles, scooters or similar vehicles, baby carriages or shoes shall be allowed to stand in the public areas of the building.

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8. No awnings, window air-conditioning units or other items that project from the windows shall be used in or about the building except such as have been expressly approved by the board or the Managing Agent.
9. No sign, notice, advertisement, or illumination shall be inscribed or exposed on or at any window or other part of the building or property.
10. The following rules shall be observed with respect to refuse disposal:
 - a) Ordinary household refuse (such as paper products, diapers and kitchen waste products) is to be placed in plastic bags and deposited in the designated refuse containers in the basement. The plastic bags must be securely wrapped. In addition, small cartons and boxes should be crushed.
 - b) Wet debris is to be securely wrapped or bagged, and must be completely drip-free before it leaves the apartment.
 - c) Glass containers, cans and #1 and #2 plastic containers must be properly rinsed and placed in the designated containers in the basement in accordance with town recycling policy.
 - d) Newspapers must be placed in a neat manner in the designated refuse areas of the basement.
 - e) Bulky items (such as cartons, boxes, crates, sticks of wood, or other bulky solid matter) should not be stuffed into the garbage barrels. Items of this nature must be left in a neat manner in the refuse areas of the basement.
 - f) Under no circumstances should carpet sweepings containing naphthalene, camphor balls or flakes, floor scrapings, oil soaked rugs, empty paint or aerosol cans, or any other flammable, explosive highly combustible or noxious substances be placed in garbage containers. These items should be properly wrapped in a plastic garbage bag, labeled, and left in a neat manner in the refuse area of the basement.
 - g) Under no circumstances should lighted cigarettes or cigar stubs be thrown in the refuse areas.
 - h) The superintendent must be notified of any drippings or moist refuse around the refuse areas.

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11. Messengers and tradespeople shall use such means of entry as shall be designated by the Board of Directors.
12. All deliveries and removal of large articles (i.e. appliances, furniture, and cabinets) shall be handled only at such times and in such manner as the superintendent or the Managing agent of the building may direct. Any related costs incurred shall be the responsibility of the resident.
13. Toilets and drains shall not be used for any purposes other than those for which they were constructed; nor shall any sweeping, rubbish, rags, or any other article be thrown into them. The resident responsible will pay for the cost of repairing damage resulting from misuse.
14. No employee of the PMA Corporation maybe used by any resident for private business without the prior written consent of the Board of Directors.
15. There is a no dog's policy. Any existing dogs have been grandfathered in, once deceased Shareholder cannot replace with new dog.
16. No radio or television antenna shall be attached to or hung from the exterior of the building without the prior written approval of the Board or the Managing Agent.
17. No vehicle belonging to a resident, a member of the resident's family, guest or employee of a resident shall be parked in such a manner as to impede or prevent ready access to any entrance of the building.
18. Any resident wishing to entertain in the lobby or on the terrace must secure permission from the Managing Agent. Such activity must end by 10:00 p.m. and the area must be properly cleaned.
19. Any resident wishing to use the gas grills on the terrace must inform the Superintendent. Food must be carefully transported so that the public areas of the building are not soiled. Grills must be thoroughly clean after each use.
20. The resident may be available laundry facilities only during such hours as designated by the Board or the Managing Agent, currently 8:00 a.m. to 10:00 p.m.
21. The Board shall have the right to curtail or relocate any space devoted to storage or laundry purposes.

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22. No group tour or exhibition of any apartment or its contents shall be conducted, nor shall any auction sale be held in any apartment.
23. The resident shall keep the windows of the apartment clean. If the resident fails to clean the windows within 10 days after having received written notice from the Board or the Managing Agent, the board or its authorized agents will have the right to enter the apartment to clean the windows at the resident's sole cost and expense.
24. Complaints regarding the services of the building must be made in writing to the Managing Agent.
25. Parking regulations are detailed in the addendum entitled "PARKING REGULATIONS".
26. Any consent or approval given under these House Rules by the board shall be revocable at any time.
27. No resident shall install any plantings on the terrace, balcony, or roof without the prior written approval of Board. Plantings shall be maintained in containers impervious to dampness and raised above the floor surface to prevent damage to the floor surface, and if adjoining a wall, at least three inches from such wall. It shall be the responsibility of the resident to maintain the containers in good condition, and to insure proper drainage.
28. Agents of the board and fire and law enforcement officials may enter any apartment at any time for the purpose of extinguishing a fire, responding to a burglar alarm, or shutting off gas, electricity, or water in the event of an emergency. Therefore, it is required that a set of keys be left with the superintendent.
29. Agents of the Board, and any contractor or workman authorized by the Board, may enter any apartment at any reasonable hour off the day for determining if measures are necessary to control or exterminate any vermin, insects or other pests. If the board takes measures to control or exterminate pests, the cost will be payable by the resident as additional maintenance.
30. Any Shareholder wishing to sell an apartment must make such intention know to the Board of Directors, by notifying the Managing Agent in writing. All sales and sublets are subject to the procedures set forth in the addendum entitled "Sales Regulations."
31. As stated in the Proprietary Lease, subletting is not permitted unless approved by the Board of Directors.

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32. No apartment may be sold until such time as it has been owner occupied for a minimum of two years.
33. These House Rules may be amended or repealed at any time by resolution of the Board.

PENALTIES FOR VIOLATION OF HOUSE RULES

If any of the house rules are violated, the resident will be advised in writing. Thereafter, the following penalties will be imposed:

\$75.00 – 1st Violation \$150.00 – 2nd Violation \$250.00 – 3rd Violation

Penalties may be adjusted according to the severity of the violation AND/OR at the discretion of the Board of Directors or the Managing Agent further violations may result in legal action.

Penalties for parking situations may be adjusted at any time by the Board of Directors AND/OR managing agent, if need be they will be compounded by the number of days that that the violation continues to exist. The Board and/or Managing agent has the right to tow, boot or fine an improperly parked car at any given time as per the "Parking Rules Addendum."

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PARKING REGULATIONS ADDENDUM

All parking spaces are assigned by the PMA Corporation Board of Directors. No resident shall use or occupy a garage or outdoor space on corporate property except upon the following terms and conditions:

1. Charges for parking shall be set by the Board and are payable monthly in advance.
2. Parking must be in assigned spaces only.
3. All vehicles must display a valid parking sticker.
4. Parking stickers are to be displayed inside car's rear window, left side.
5. A parking space shall be issued only to a vehicle or vehicles that are registered to a designated resident of a unit.
6. No owner, or owners of a unit collectively, shall be permitted to have more than one (1) garage (indoor) parking space.
7. Vehicles parked in designated *no standing, no parking*, or fire zones, are subject to summons by the Police Department and will be towed away immediately.
8. No vehicle is permitted on the property unless it is legally registered and inspected in accordance with the Department of Motor Vehicles.
9. Storage or long term parking of motor vehicles is not permitted in any area of the property.
10. Owners of cars that are towed as a result of violations of these parking rules and regulations must contact the towing company at the location listed on the sign at the end of the driveway.
11. All visitors parking on the property are the responsibility of the resident and are expected to follow all parking and traffic regulations while on the property,
12. No repairs or any kind are permitted on the property (including washing and waxing).
13. There will be no "piggyback" permitted behind any vehicle in an assigned space except in specially designated areas.
14. The Board reserves the right to reassign any space as needed to facilitate proper parking patterns on the property.
15. Any individual that is found to be blocking or tampering with the security system or door in any part of the garage area will lose parking privileges.

PMA Corporation House Rules and Addendums Revised August 27, 2018

PMA House Rules -- Parking Regulations Addendum

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16. Oil leaks from any vehicle on the property must be corrected by the tenant of the parking space.
17. Parking is permitted only between the lines of the designated space.
18. Residents requesting changes in their parking space designation or applying for a new space must do so in writing to the Managing Agent. A Vehicle Registration Form must accompany this request.
19. The speed limit anywhere on this property (garage, ramps, and driveways) shall not exceed five (5) miles per hour.
20. Residents are to observe posted traffic and parking signs.
21. Residents are responsible for updating vehicle information by notifying the Managing Agent / Board, as it becomes necessary.
22. Any non-resident owner of a vehicle violating proper parking and traffic regulations will be considered a trespasser on the property and will be subject to arrest.
23. No subletting or reassignment of any parking spot is permitted.

Any resident not in compliance with the above stated rules and regulations is subject to revocation of parking privileges.

Furthermore, you MUST remain current with your maintenance account or you may be subject to the revocation of your parking privilege and/or being removed from the waiting list.

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SALES REGULATION ADDENDUM

1. Any Shareholder wishing to sell an apartment must make such intention known to the Managing Agent in writing.
 - o This notice must include:
 - Real Estate Agents Name
 - Sale Price
 - Market Value Appraisal of the Unit or Market Comparison Analysis.
 - Lawyers Name
2. The Board has the right to obtain an independent valuation of the unit either through an Appraisal or a Market Comparison, and if it feels the unit is not adequately priced refuse the sale until the price has been adjusted.
3. Existing parking spaces cannot be passed on to new buyers. Please inquire with the managing agent and board about the availability of parking. All requests must be in writing to the Managing Agent.
4. All sublets must be approved by the board or managing agent, as per proprietary lease. (See Rule 31.)