

# THE WELLINGTON OWNERS CORP.

## HOUSE RULES

### PUBLIC AREAS

1. The public hallways and stairways of the building may not be obstructed or used for any purpose other than entering and leaving apartments.
2. No tricycles, bicycles, scooters, carting units or similar items may be parked or stored in public hallways.
3. No one is permitted to play in the public halls, stairway, garage, or elevators.
4. No one is allowed on the roof, except in an emergency.
5. No public hall may be decorated or furnished in any manner without the prior consent of the Board of Directors.
6. No article may be placed in the halls or on the staircase landing or fire stairs, nor may anything be hung or shaken from the doors, windows, terraces, or balconies or placed on the external windowsills of the building.
7. No awnings or antennas may be used in or about the building without the express written approval of the board or the managing agent, nor may anything, except an air conditioner, project out a window without similar approval.
8. Shareholders may use the laundry facilities at any time, day, or night. No washing machines or dryers are allowed in individual apartments.
9. The Board has the right from time to time to curtail or relocate any space devoted to storage or laundry purposes.
10. In the lobby strollers must be carried up the stairs to protect the marble.

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### GARBAGE DISPOSAL

Each floor has a compactor closet for disposal of ordinary trash. Please keep it in order.

1. Garbage must be completely wrapped and drip-free before being carried to the compactor closet.
2. Garbage must be placed in small bags that will fit easily into the chute. DO not under any circumstances force large bags into chute.
3. Cleaned bottles, glassware, cans and other recyclable materials must be placed in the receptacle provided on the compactor closet floor. Do not throw them down the chute. Newspapers, magazines, books, and other paper materials should be neatly stacked on the shelf above the chute.
4. Empty cartons and boxes must be flattened and stacked neatly against the wall of the compactor closet after all paper and packing material has been removed. Paper bags should be folded, not crumpled, and placed neatly on the shelf or against the wall. Bulky items must be taken to the basement compactor room.
5. Vacuum cleaner bags or dirt must never be emptied into the chute. Such dust, dirt, etc. must be securely wrapped in a bag before it goes into a chute.
6. Please notify the superintendent or porter of any drippings, or moist refuse, on compactor closet floor or in hallways.
7. No sweepings, rubbish, rags, or other articles may be thrown into toilets. The cost of repairing any resulting damage will be paid by the responsible shareholder.
8. Under no circumstances may any furniture, carpeting, appliance (e.g. TV, microwave), household or flammable item be left anywhere in or outside the building for disposal. Shareholders or their contractors must arrange for private carting of these items and any renovation or construction-related refuse.

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### CONSTRUCTION AND RENOVATION

1. Prior to any construction or renovation in your apartment, the managing agent must be notified and provided with proof of your contractor's and/or vendor license and insurance.
2. No work can commence until all units of the required by the City of Yonkers (e.g. plumbing, electrical) are obtained. For any renovation involving removing walls, submit architectural and/or engineering plans, in advance, to the managing agent for approval.
3. To protect our terrazzo marble floors, when equipment, material, or debris is carried in or out, contractors must place secure protective construction paper in hallways from elevators to your doorway each morning and remove it each afternoon by 4:00pm.
4. Renovation projects must be completed within 90 days.
5. Any construction or repair work involving noise must be conducted on weekdays, (not including legal holidays, and December 24<sup>th</sup>, and December 31<sup>st</sup>), and only between the hours of 8:00am and 4:00pm.
6. Prior to transporting any equipment or large deliveries in the elevators, please submit the required paperwork to management for approval. In addition, please notify the superintendent or porter so that protective padding can be installed.
7. **For shareholder security, all contractors need to obtain and wear a daily vendor guest pass obtained from the doorman/superintendent.**

### NOISE

1. Shareholders are not permitted to play any musical instrument, nor operate a stereo, radio, television, or any other sound producing device after 10:00pm loudly enough to disturb other residents.
2. Televisions, or any audio equipment, may not be mounted on the walls shared with any other apartment.
3. With the exception of kitchens, pantries, bathrooms and closets, 80% of the floors of your apartment must be covered with rugs or carpeting and appropriate padding. To ensure that carpeting and padding is installed within thirty days of moving in, a refundable deposit of \$1500 will be required at the time of closing. This deposit will be

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returned to the shareholders after an inspection confirms compliance.

### DELIVERIES/MOVES

1. Small and large deliveries must be approved and scheduled through management. Deliveries of large items and packages are made through the basement after the delivery **person has obtained a visitor/vendor badge from the door person**. Deliveries are permitted Monday – Friday 8:30am – 4:00pm, no weekends or holidays, a weeks' notice is requested.
2. Move In/Out are permitted Monday – Friday 8:30am – 4:00pm, no weekends or holidays, a weeks' notice is required. A Move In/Out deposit of \$500 is required – a check made payable to **The Wellington Owners Corp.** must be submitted to management before a move.
3. Restaurant delivery people must be met in the lobby by the shareholder requesting the delivery.
4. Large trunks and heavy baggage must be moved in and out of the building through the basement.
5. The cooperative has shopping carts for assistance with transporting your personal items from the basement to your apartment. Return carts to designated area immediately after use.
6. Shareholders must meet bulk food deliveries (e.g. Fresh Direct, Peapod and supermarket) at the side entrance of the building with the building shopping cart. No hand trucks are permitted on the elevators with padding protection.

### STAFF

1. Shareholders may not request any building employee to perform any private errand or work during the employee's scheduled work hours.

### SECURITY

1. Do not share your building key with anyone. If you need an additional building key, contact the superintendent for a fee.
2. Working smoke detectors and carbon monoxide detectors are required in every apartment. Annual battery replacement is recommended for smoke detectors, while carbon monoxide detectors should be replaced according to manufacturer's

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recommendations. Inspections can be conducted randomly.

### GARAGE

1. Shareholders must abide by all arrangements and rules pertaining to garage and driveways.
2. No vehicle may be parked so as to impede or prevent ready access to any entrance, exit, or garage parking space.
3. The speed limit is 5mph.
4. The corporation owns all parking spaces, which it leases to qualified shareholders on a month-to-month basis. The corporation reserves the right to postpone/revoke parking privileges for lease or rule violations, such as late payment or maintenance charges.
5. Shareholders must have both permanent residency and car registered to 949 Palmer Road to obtain and maintain a parking assignment.
6. Parking spaces are assigned based upon the shareholders' closing date. At time of closing, the new Shareholders name is placed at the bottom of the current waiting list. In addition to the current waiting list, there is an auxiliary list of shareholders having waived parking assignments. When the shareholders name reaches the top of the current waiting list and complies with items #4 and #5 above, he/she is offered the next available space. Shareholders on the auxiliary list are not eligible until he/she has informed the Managing Agent of their interest to return to the current waiting list.

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### MISCELLANY

1. All Shareholders must purchase and maintain adequate co-op homeowner's insurance coverage for personal property loss and liability. They must provide annual proof of compliance to the managing agent.
2. All shareholders must provide the superintendent with both emergency contact information and keys access to your apartment.
3. Shareholders may not conduct or authorize any open house, group tour or exhibit of an apartment or its contents, nor hold or authorize an auction in any apartment without the consent of the managing agent.
4. Shareholders must keep all apartment windows clean and obstructed. In the event that a shareholder fails to do so after receiving written notice of the violation, the corporation may authorize a window cleaner to perform the work at the shareholder's expense.
5. Shareholders must not post a sign or notice, or advertisement on any window or other part of the building without written approval of the board or managing agent.
6. No pet allowed in the building. Shareholders may not feed the pigeons, other birds or animals on the windowsill, terraces or any other public area of the building or property.
7. The agents of the corporation, and any contractor or workman authorized by the corporation, may enter any apartment at any reasonable hour of the day to ascertain whether measures must be taken to control so exterminate any vermin, insects, or other pests. If the corporation must undertake such extermination, shareholder will be billed for the cost.
8. No apartment, nor portion of an apartment, can be rented for any duration without the consent of the board.
9. The Wellington Owner's Corporation Proprietary Lease was amended on April 7<sup>th</sup>, 2022 and is now designated "smoke free", effective April 7<sup>th</sup>, 2022. Smoking any form of tobacco or marijuana within the apartment or anywhere at the Property is expressly prohibited.
10. Complaints regarding the building service shall be made in writing to the managing agents with a copy provided to the president of the board.

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- 11.** No lithium-ion powered scooters (e-scooters), bicycles (e-bikes), hoverboards, segways or other similar personal transportation vehicles may be kept, stored or located in any indoor location of The Wellington.

Wheelchairs that use lithium-ion batteries are exempt from this ban. Lithium-Ion wheelchairs will require registration with the corporation's management, a safety-use plan and consent to random inspections by management to ensure compliance.

Hybrid and electric cars are permitted in the garage; however, they may not be plugged-in for charging in the building.

In the event that violation of the Lithium-Ion House Rule results in a fire at The Wellington, the lessee who brought the vehicle into the building or whose guests brought the vehicle will be responsible for fire damages.

- 12.** These House Rules may be added to, amended, or repealed at any time by resolution of the Board of Directors of the Corporation. Any consent or approval given under these House Rules by the Board shall be revocable at any time.