

66-15 Wetherole St. HOUSE RULES - Revised

Quiet Hours: 10pm – 8am Daily

as of 12/01/2020

1. Any consent or approval given under these house rules by the Lessor shall be revocable at any time.
2. Illegal activity will not be tolerated. Tenants are expected to be law abiding citizens. Tenants must obey all New York City, New York State, and Federal laws.
3. These house rules supersede all House Rules previously in effect. These house rules may be added to, amended, or repealed at any time by resolution of the Board of Directors.

GENERAL BUILDING

4. No Shareholder, Tenant, or Sub-tenant shall be permitted on the roof of the Building unless accompanied by the Superintendent or has expressed written permission from the Managing agency. Access to the roof is strictly prohibited.
5. Keeping our Building and Residents safe is our top priority. We have a **'No Solicitation'** and **'No Trespassing'** policy in our Building. Do not open any Building entrance doors to strangers. Legitimate deliveries, messengers, guests, will make notification of the proper tenant themselves and they can wait to be let in by their party. You are not obligated to open any doors to strangers. Do not leave any doors open, unattended, including the rear laundry room door. If any doors are found to be open and unattended, close them. Do not open your apartment door to strangers. All uninvited door to door solicitors/salespeople or strangers at your door should be promptly reported to the Building Management and Building Super.
6. No awnings, window air-conditioning units or ventilators shall be used in or about the Building except such as shall be expressly approved by the Lessor or the Managing agent nor shall anything be projected out of any window of the Building without similar approval. No window Air Conditioners can be installed in any window that leads to the Fire Escape. Shareholder, Tenant, or Sub-tenant who wishes to install window Air Conditioners must use a support bracket. Any installed Air Conditioner must be inspected by the Super to ensure correct installation.
7. No sign, notice, advertisement, or illumination shall be inscribed or exposed on or at any window or other part of the Building, except such as shall have been approved in writing by the Lessor or the Managing agent.
8. No motorized scooters or similar vehicles shall be allowed in the elevator. No bicycles, baby carriages/Strollers and the above-mentioned vehicles shall not be allowed to stand in all communal spaces (i.e.: Halls, lobby, etc.). Exceptions are provided to Baby Carriages/Strollers during Holy Days/Times and must be placed in the designated area.
9. Garbage and refuse from the Apartments shall be disposed of only in such manner as the superintendent or the Managing agent of the Building may direct.
10. Water closets, toilets, bathrooms, kitchen sinks, and other water apparatus in the Building shall not be used for any purposes other than those for which they were designated, nor shall any sweepings, rubbish, rags or any other article be thrown into the water closets and toilets. The cost of repairing any damage resulting from misuse of any water closets or other apparatus shall be paid for by the Lessee in whose Apartment it shall have been caused.
11. No Shareholder, Tenant, or Sub-tenant shall send any employee of the Lessor out of the Building on any private business of the Lessee.

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12. No radio, television, cellular or satellite antennas/dishes shall be attached to or hung from the exterior of the Building or roof of Building.
13. 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 the consent of the Lessor, Board of Directors, and its Managing agent.
14. The Lessee shall keep the windows of the Apartment clean. In case of refusal or neglect of the Lessee during ten (10) days after notice in writing from the Lessor or the Managing agent to clean the windows, such cleaning may be done by the Lessor, which shall have the right, by its officers or authorized agents, to enter the Apartment for this purpose and the Shareholder, Tenant, or Sub-tenant will be responsible for the cleaning costs.
15. Complaints regarding the service of the Building shall be made in writing to the Managing agent of the Lessor.

APARTMENTS

16. Trunks and heavy baggage shall **ONLY** be taken in or out of the Building through the service entrance ramp or rear entrances.
17. The Board of Directors has the right to approve/disapprove all renovations in your apartment. Shareholders who wish to do renovations in their apartments must submit in writing to the Management Office their requests along with any licenses, permits and insurance certificates of the persons/companies performing such work. Shareholders who engage with non-licensed contractors and who do not properly notify Management of renovations will be fined by the Co-op in the amount of **\$500**. In addition, any Department of Buildings violations assessed to the Building, leaks, and/or malfunctioning of the Buildings mechanical, plumbing, or electrical systems as a result of the Shareholder's negligence will be charged back to the Shareholder.
18. The agents of the Shareholder, and any contractor or workman authorized by the Shareholder, may enter any Apartment 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. They may also enter any apartment at any reasonable hour of the day for the purpose of taking such measures as may be necessary to control or exterminate any such vermin, insects, or other pests. If the Landlord takes measures to control or exterminate carpet beetles or bed bugs, the cost thereof shall be payable by the renter, as additional rent.
19. When sanding and refinishing wood floors, for the health, safety, and comfort of all residents, specifically pregnant women and children, Shareholders and all residents refinishing their floors must not use toxic and hazardous solvent-based finishes and instead use water-based finishes. The odors from water-based finishes dissipate much faster and are much safer.
20. No Shareholder, Tenant, or Sub-tenant shall install or place any objects or plants on the terrace, balcony, roof, or fire escape. Any violations issued to the cooperative by the FDNY as result of a blocked egress will be billed to the shareholder in violation.
21. In accordance to the local law 147, please refer to the smoking policy implemented **December 1, 2018**. In consideration of the health and comfort of all our Tenants there is Absolutely No Smoking Permitted in any of our common areas and/or within 75 feet of the Building Property Line. We encourage no smoking of any kind, such as cigarettes, vape or marijuana in your apartments and building for both you and your neighbor's health and well-being. Smoking is prohibited everywhere on the Building's common use grounds, including all halls, stairs, lobby, laundry rooms, roof, garage, and back yard. Please do not stand under any apartment windows when smoking outside.

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22. Moving In/Out of the Building, whether contracted to a third party **must have insurance** or done by a Shareholder/Tenant, is only permitted Monday through Friday, **9:00 a.m. to 5:00 p.m.** No move shall begin after 4:00 p.m. Moving in or out of the building on Saturdays, Sundays or Holidays is strictly prohibited. The side service entrance or the rear doors must be used when moving, delivering, removing, or carrying large items into or out of the Building. A **\$250.00 fine** will be charged to the Shareholders/Tenants who fail to comply with this policy. A complete move in/out is defined as when a resident moves in and/or out more than 3 large pieces of furniture in addition to taking possession of the apartment and/or vacating. When planning a move, the Shareholder/Tenant must ensure that the elevators are protected. The Shareholder/Tenant is responsible for informing both Management and the Superintendent prior to reserving the move in / move out date to ensure that the elevator is properly padded before beginning the move and all necessary documentation and insurance has been submitted to the management office for approval.

NOISE

23. A chief complaint of apartment tenants in New York City is noise from neighbors. We strive to avoid this problem in our Building. Please be especially considerate of noise transfer through uncarpeted floors to the tenant living below you. Good quality carpeting muffles and absorbs noise from within your Apartment and noise coming up from those below you. Unless expressly authorized by the Board of Directors on an individual case by case basis, the floors of each Apartment must be covered with rugs, carpeting, or equally effective noise-reducing material, to the extent of at least eighty (80%) percent of the floor area of each room with exception of only the kitchens, bathrooms, and closets.
24. No Shareholder, Tenant, or Sub-tenant shall make or permit any disturbing noises in the building or do or permit anything to be done therein which will interfere with the rights, comfort, or convenience of other Lessees.
- a. No Shareholder, Tenant, or Sub-tenant shall play upon or suffer to be played upon any musical instrument or permit to be operated a sound emitting device (e.g. radios, televisions and computers) in such Shareholder, Tenant, or Sub-tenant's Apartment between the hours of 11:00 p.m. and the following 8:00 a.m.
 - b. No Shareholder, Tenant, or Sub-tenant shall make or permit any disturbing noises in the building. No lessee will do or permit to be done anything therein which will interfere with the rights, comfort, or convenience of other Lessees.
 - c. No Shareholder, Tenant, or Sub-tenant shall play or allow to be played any musical instrument or other sound emitting device (e.g. radios, televisions, computers, etc.) in their apartments between the hours of 11 p.m. and 8 a.m. the following morning.
 - d. No construction, repair work, or other installation involving noise shall be conducted in any Apartment except on weekdays (Monday-Friday) (not including legal holidays) and only between the hours of 9:00 am and 5:00 p.m.
 - e. Weekend construction work is allowed only after receiving approval of the Management Agency. Weekend work is only permitted on Saturdays between the hours of 10:00 a.m. and 4:00 p.m.
 - f. Motorized exercise equipment, whether electronic or mechanical, such as treadmills, etc., must have sound/vibration transfer deadening mats installed underneath, so as not to disturb the tranquility of neighboring tenants. Noise and vibration producing exercise equipment is not permitted to be used during the quiet hours of 11:00 p.m. to 8:00 a.m.

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TRASH

25. The following rules shall be observed with respect to Trash Compactor room:
- a. All wet debris is to be securely wrapped or bagged in small package size to fit easily into the chute.
 - b. Debris should be completely drip-free before it leaves the Apartment and carried to trash compactor room in a careful manner; then placed into the trash chute so it will drop into the flue for disposal.
 - c. Cartons, boxes, crates, sticks of wood or other solid matter shall not be stuffed into chute opening. These items must be brought downstairs and placed in the proper receptacle near the service entrance.
 - d. Under no circumstances should the following items ever be thrown down the chute: carpet sweepings containing naphthalene, camphor balls/flakes, floor scrapings, plastic wrappings or covers, oil soaked rags, empty paint or aerosol cans or any other flammable, explosive, or highly combustible substances. Lighted cigarettes or cigar stubs should **never** be thrown into the trash chute.
 - e. Vacuum cleaner bags must **never** be emptied into the chute. Such dust, dirt, etc. should be wrapped in a securely tied bag or package and then brought down to trash room near the service entrance.
 - f. The superintendent shall be notified of any drippings, or moist refuse appearing in the trash chute room or halls.
 - g. All garbage must be disposed of properly. Any large items that do not fit in the garbage chute **must** be brought to the designated garbage area. No garbage may be left on the floor of the chute room or anywhere else on the building property not designated for garbage. Bedding, mattresses, and box springs **must** be sealed in plastic.
 - h. Recycling materials shall be taken to the designated recycling area on the ground floor outside the service entrance of the Building. To follow city and county laws, all recyclables should be rinsed and cleaned of food residuals. Cardboard boxes need to be collapsed and flattened together and tied in a bundle before left in the recycling area.

HALLWAYS

26. The public halls and stairways of the Building shall not be obstructed or used for any purpose other than ingress to and egress from the Apartments in the Building (i.e.: Water jugs, Bikes, Scooters, Umbrellas, Shoes, garbage, recycling etc.). Furthermore, Fire Escapes shall not be obstructed in anyway, including but not limited to by Air Conditioners, Planters, etc. Failure to comply with removing obstructing items from Fire Escapes will result in a fine.
27. No public hall above the ground floor of the Building shall be decorated or furnished by any Lessee in any manner without the prior consent of all the Lessees to whose Apartments such hall serves as a means of ingress and egress, in the event of disagreement among such Lessees, the Board of Directors shall decide.
28. No article shall be placed in the halls or on the staircase landing or fires escapes. Furthermore, nothing shall be hung or shaken from the doors, windows, or fire escapes nor shall anything be permitted to be placed on the windowsills of the building.
29. Children shall **not play** in the public halls, stairways, lobby, courts, garage, fire escapes or elevators. Children may not play in the backyard unsupervised.

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LAUNDRY

30. The laundry rooms shall always be kept clean and Shareholder, Tenant, or Sub-tenant must abide by the posted rules. This includes picking up any dropped dryer sheets, lint, etc. Laundry carts **cannot** be used to transport any items outside the laundry room. Laundry carts are to be used only within the laundry room. Laundry carts must **not** be removed from the laundry room to transport laundry or other items to and from the apartments. Tenants **must** use their own hand-held baskets, bags, or carts for those purposes.
31. The lessee shall use the available laundry facilities only upon such days and during such hours as may be designated by the Lessor or the Managing agent. Front exterior laundry room is available from 7:30 a.m. to 5:00 p.m. 7 days a week. The internal laundry room is open 24/7. New Tenants and Renters can inquire how to get a laundry card from the Super. There are only eight washers and dryers on each side of the building, and we need to share with other Shareholders, Tenant, or Sub-tenant. Please remove your clothes as soon as the cycle is completed otherwise the next Shareholder, Tenant, or Sub-tenant can remove the clothes from the washer or dryer.
32. Due to added risk of water leak damage to pipes and floors/ceilings along with the increased risk of electrical fires, washing machines and/or clothes dryers **are not permitted** in apartments.

DELIVERIES

33. Messengers and trades people shall use such means of ingress and egress as shall be designated by the Lessor.
34. Lessors must retrieve all packages, food deliveries, etc. from the lobby within 24 hours of its arrival. Neither the Building nor its Super is responsible for items left after the 24-hour window. It is not the responsibility of the Super to inform Lessees that packages have arrived or to deliver them to apartments.
35. Kitchen supplies, market goods, large packages and large bulky items are to be delivered only via the service entrance of the Building located at the ramp to the right of the Main Entrance.

GARAGE

36. No vehicle belonging to Shareholders/Tenants or to any family, guest, subtenant, or employee of the Shareholder/Tenant shall be parked in such a manner as to block any entrance of the building
37. Shareholders and Tenants will abide by all arrangements made by the Building/Management and the garage operator regarding the garage.
38. Motor vehicles must be registered with the Managing agency prior to the first parking of said vehicle within the garage. Any vehicle parked in the garage that is **not** registered with the Managing agency is subject to removal at the owner's expense.
39. Parking spaces are designated for the parking of motor vehicles only that are registered with management. No items may be stored in, near or anywhere else in the garage.
40. Registered bicycles with management must be stored in their designated space on the bicycle rack with a lock.

PETS

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41. To better secure our common privilege to keep pets, the following rules shall be observed with respect to the harboring of pets within a Lessee or Sub-tenant's unit and in common areas.
- a. No aviary (birds), or mammalian pet (Rats, Mice, Gerbils, hamsters), or reptile pets, shall be kept or harbored in the Building unless expressly permitted in writing by the Management; such permission shall be revocable at any time by Management. **No** snakes or arachnids are allowed.
 - b. Shareholders and Tenants must register their **pet** with the Managing agency. All pets must be registered within the first 30 days of occupancy or within 30 days of the acquisition of said pet.
 - c. Shareholders and Tenants shall only be permitted to have TWO (2) pets of any combination (dog/cat, rabbit/fish, etc.) in their apartments. Small properly maintained fish tanks are permitted. No unnecessary barking or noise. No aggressive pets allowed
 - d. Dogs shall not weigh over 125 lbs.
 - e. In no event shall dogs be permitted on elevators or in any of the public portions of the Building unless carried or on a leash.
 - f. Keeping our property and the neighboring sidewalks safe, clean, odor free, and healthy is our priority. The Board asks all pet owners to respect this priority by acting responsibly in controlling their pets. Dogs may **not** relieve themselves on the lawns surrounding the Building nor anywhere on the property. Owners must curb their dogs. Owners must lead their animals off the property to the street curb so the animal can urinate or defecate in an area where people do not walk. NYC Sanitation and Health Law requires all owners to clean up after their animals and dispose of droppings properly.
 - g. No birds or other animals shall be fed from the windowsills or in the yard, court spaces or other public portions of the Building. Nor shall they be fed on the sidewalks or street adjacent to the Building.
 - h. Shareholders/Tenants shall be held responsible for any damage caused by their pet in the interior and exterior common areas.
 - i. Shall it be determined that the Shareholder/Tenants pet be the source of a complaint, the situation will be reviewed by the Landlord, Managing Agency, or the Board of Directors in order to determine if the Shareholder/Tenants may continue to harbor said pet in the unit. Failure to register any pet shall be cause for removal of said pet in the event of multiple complaints.
 - j. Shareholders/Tenants shall only enter and exit with dogs through the side service entrances or the rear entrances. No dogs are permitted to enter or exit from the main lobby entrance.
 - k. No **breeding** of any animals is permitted.

In addition to the move in/out policy fine of \$250 and the \$500 renovation fine as noted above, any resident who

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violates the above House Rules will be subject to fines as follow:

\$100 FOR THE FIRST INFRACTION OF A HOUSE RULE.

\$150 FOR THE SECOND VIOLATION.

\$200 FOR THE THIRD VIOLATION.

CONTINUING FOR EACH MONTH OR PART OF MONTH THAT THE VIOLATION CONTINUES.

NOTE: WHERE MORE THAN ONE HOUSE RULE HAS BEEN VIOLATED OR REPEATED VIOLATIONS, A FINE MAY BE ASSESSED FOR EACH VIOLATION.

*****REMINDER THAT ALL SHAREHOLDERS ARE HELD FULLY RESPONSIBLE FOR THEIR OWN TENANTS ACTIONS. ANY TENANT(S) THAT IS FOUND IN VIOLATION OF ANY HOUSE RULE WILL RESULT IN THE SHAREHOLDER OF SUCH TENANT(S) BEING ISSUED FINE(S) ACCORDINGLY.**

ALL SHAREHOLDERS MUST PROVIDE THEIR TENANT(S) WITH A COPY OF THE MOST RECENT HOUSE RULES UPON LEASE SIGNING. A SIGNED COPY OF THE HOUSE RULES MUST BE SUBMITTED ALONG WITH THE SUBLEASED APPLICATION.

In addition to the above, the Board of Directors will pass on to shareholders the cost of any damages to the property caused by any tenant or member of their household and guest, and/or any legal fees associated for the non-compliance of the House Rules.

Print Name _____

Apartment # _____

Date _____

Signature _____