

**SOUTH NEGLEY COMMONS CONDOMINIUM ASSOCIATION**  
**5570 Centre Avenue**  
**Pittsburgh, PA 15232**

AMENDED AND RESTATED RULES AND REGULATIONS

The Executive Board has adopted the following Rules and Regulations for the mutual safety, comfort, and convenience of all owners, residents, and guests. All persons are required to observe them.

COMMON AREAS

1. The sidewalks, driveways, entries, corridors, vestibules, elevators, stairways and other common areas may not be obstructed in any way.
2. Passenger elevators are for the use of residents and their guests only.
3. Smoking is not permitted in the common areas.
4. No article may be hung from any window or balcony.
5. Outside radio, satellite dish or television antennae are not permitted.
6. No furniture, goods or freight may be delivered into or taken out of the building without prior arrangements with the Building manager. No moving into or out of the building is permitted before 8:00 a.m., after 5:00 p.m., on Sunday, or on holidays. The foregoing does not apply to objects hand-carried by residents.

WASTE DISPOSAL

1. Do not throw rubbish, rags or similar materials into toilets. Damage resulting from such misuse shall be charged to the Unit Owner from whose Unit the damage originates.
2. Residents must dispose of garbage and other refuse in the trash chute on each floor. All unwanted items and items too large for the trash chute must be taken to dumpsters. Wet rubbish and garbage must be wrapped and tied in plastic bags or other waterproof containers to avoid damage to carpeting while being carried, and to avoid unsanitary conditions. Broken glass and crockery must be packaged separately and securely to avoid injury to other residents or building personnel.
3. To avoid stoppage, do not pour waste fats, coffee grounds or other solids into drains. Dispose of these items with your rubbish in closed containers.
4. Recycling of plastic, glass and metal items is encouraged. Recycling containers are available in the trash room on each floor.

## LOCKS AND KEYS

1. The lobby door is opened by your building key or key fob. See the Building Manager for additional keys or replacement fobs,
2. Each Unit Owner must have a key to his or her Unit in the custody of the building management to permit immediate access to the Unit in the event of an emergency. If, in an emergency, Management has to break into a Unit, damage to the door will be the responsibility of the Unit Owner. Management will, whenever possible, obtain permission from the resident before entering a Unit, but is authorized to enter a Unit without prior permission in case of an actual or perceived emergency or maintenance necessity.
3. Required entry into a unit after normal business hours may result in the imposition of a fee.

## PETS

1. No animals shall be permitted on the Premises except as expressly permitted by the Declaration.
2. All pets must be leashed or restrained and accompanied by their owner or custodian at all times when outside of a Unit.
3. Discharge by pets anywhere on the Premises must be cleaned up immediately by the owner and disposed of properly.
4. Residents shall not allow their pets to create noise (barking, etc.) which can be heard by other residents.
5. Each pet must be registered with the building management.
6. Any resident who has a pet that causes a disturbance or unduly interferes with another resident's use and enjoyment and fails to take the appropriate action directed by the Executive Board in its discretion to remedy the situation, will be required to remove the pet from the building permanently.
7. Disputes regarding pets may be submitted to the Executive Board for final disposition. If it is determined by the Executive Board that the condition presented by the resident's pet is a nuisance, and the resident fails to promptly take remedial action, then the Executive Board may assess penalties.

## ROOF DECK

1. The roof deck may not be used by residents or their guests.

## FITNESS ROOM

1. The fitness room shall be available only to Residents and their guests.
2. Guests using the fitness room shall be the responsibility of the Resident at all times.
3. Furniture or equipment provided by the Association shall not be removed from the fitness room.
4. Children under 16 must be accompanied by an adult.
5. Additional rules and regulations governing use of the fitness room may be posted in the fitness room.

## MISCELLANEOUS

1. No resident (or guests) shall interfere with the safety, rights, comfort and convenience of other residents. This includes creation of noise, disturbances, odors, etc.
2. Nothing may be done that conflicts with municipal ordinances. Residents shall not use the premises for disorderly or immoral purposes, nor in violation of any law relating to the manufacture, possession, use, storage or sale of intoxicating liquors or drugs.
3. Assessments and monthly common charges are due on the first day of the month. See Appendix A for the specifics regarding late payments.
4. Each Unit Owner must carpet 80% of the floors in every area of his or her Unit, with the exception of kitchen, bathroom and foyer.
5. The lobby and office phones are for Condominium business use only and except for emergencies, are not to be used by residents or visitors.

## SECURITY, SAFETY AND FIRE

1. Residents should be familiar with the Emergency Procedures detailed in the Community Handbook.
2. All common area doors and unit entrance doors must be kept closed.
3. Explosive or highly inflammable substances must not be brought into or kept in the building. Residents shall not do anything which might in any way increase either the risk of fire or the rate of fire insurance, or which might conflict with the regulations of the Fire Department or other City laws, ordinances rules or regulations.
4. Do not open the lobby door for anyone you do not know.
5. Do not let anyone you don't know follow you into the building. Ask such a person to use the door answering system.

## SECURITY, SAFETY AND FIRE (continued)

6. If you have reason to be suspicious of anyone, do not hesitate to call building management and/or the police (911).
7. Be sure that building management has a current Resident Information Sheet on file that provides the personal information needed in an emergency.
8. If you live alone, arrange with a friend or neighbor to check often on your well-being.
9. Any threat or damage to the premises from any source whatever should be reported to the building management.

## REPAIRS AND ALTERATIONS

1. Any proposed structural alteration in a Unit must be approved in advance by the Executive Board.
2. Any repair of, or addition to, plumbing or electrical services, which is the responsibility of an owner, shall be made only by fully qualified craftsmen approved by the Executive Board and in accordance with current building codes.
3. Contractors are not permitted to work in Units before 8:30 a.m., and must finish by 5:30 p.m. Contractors are not permitted to work in Units on weekends or holidays. Building management must be notified in advance when work is to be done by outside contractors so that compliance with requirements may be ensured. Outside contractors must provide building management with certificates of insurance attesting to coverage in amounts and for coverage specified by building management.
4. Unit Owners are responsible for expenses incurred because of any defacing or damaging of any element of Condominium property as a result of any maintenance repair or alteration, and shall be responsible to clean up debris and to maintain good order and cleanliness. If it becomes necessary for building personnel to clean up debris or repair any damage, the owner responsible will be assessed the associated costs.
5. When a resident expects workers to a Unit during his or her absence, the building management must be notified in writing, of the date and approximate time of their arrival, as well as their names or their companies. This notification will authorize building management to admit them. Outside vendors must be instructed to use the service exits. If a worker is on a regular schedule during a resident's absence, (for example, a cleaning person that comes every Wednesday) one notification of the schedule will be sufficient.

## LEASED UNITS

1. A Unit Owner must comply with the requirements of the Declaration in connection with any lease of a Unit. All leases must be in accordance with Article VIII of the Declaration and provide the Resident Information Sheet.
2. It is the Unit Owner's responsibility to notify building management of the tenant's occupancy and departure dates.
3. Payment of monthly common charges is the responsibility of the Unit Owner.

## SALE OF A UNIT

1. A Unit Owner is required by law to provide a prospective buyer with copies of the Declaration, the Bylaws and the Rules and Regulations. The owner is also required to provide detailed information regarding the physical condition and financial affairs of the Condominium and the prospective buyer's financial responsibilities regarding the Condominium. The Association will furnish this documentation after written request at a charge to be determined from time to time by the Executive Board.
2. "Open-House" showing of Units is not permitted. An "open-house" is here defined as an open invitation to the public to freely enter the Condominium property for the purpose of viewing a Unit that is for sale or rent. Prospective buyers or renters may be shown a Unit only by its Unit Owner or such Unit Owner's representative.

## PARKING

1. Certain parking facilities in the garage and the outdoor lot may, in the Executive Board's sole discretion, be specifically designated by a Parking License for use by a particular Unit Owner or such Unit Owner's guests. Otherwise, no Unit Owner has an inherent right to a specific location in the garage. The Executive Board reserves the right to prohibit or limit parking within the Condominium parking facilities in any manner not inconsistent with the Parking Licenses.
2. Parking shall not be permitted at any time overnight on any access driveway, curb or turf area or on any parking area that may be specifically designated for use solely by a particular Unit Owner and such Unit Owner's guests or other invitees.
3. No trailers, campers, boats or other vehicles (other than passenger automobiles, pick-up trucks, motorcycles and vans) may be parked in the Common Elements.

## ENFORCEMENT NOTICE

1. The Executive Board has the right to levy fines against any Unit Owner for violations of the Declaration, the Easements, Covenants and Restrictions or these Rules and Regulations.
2. See Article 8.4 of the Declaration for further information.
3. Neither the Association nor the Executive Board nor any of their respective officers or agents will be responsible to any resident or Unit Owner for any non-observance of rules, regulations and conditions by any other Unit Owner or other occupant.

The Executive Board retains its authority to rescind or change any of the foregoing rules, and to make such other rules from time to time as it may deem necessary or appropriate for the safety, care, operation, use or cleanliness of the Condominium, the convenience of all residents, or for the sound management of the premises.