



Condominiums

Rules & Regulations

Condo I and Condo II

Revised: December 2019

UNIT	CONDO	TELEPHONE	OFFICE HOURS	EMAIL
1-452	I	631-736-0166	Mon, Tues, Thurs, Fri 9:00 am – 1:00 pm	brcondo1@optonline.net
453-866	II	631-736-2574	Mon, Tues, Thurs, Fri 9:00 am – 2:00 pm	officebrcondo2@optonline.net

ESSENTIAL FORMS

The following are available at the front desk located in the Blue Ridge Clubhouse:

Registration - for use of facilities by new residents as well as an annual update for all residents

Work Order - requests for maintenance

Incident Report - documentation for complaints by residents
[Information will be kept confidential]

Water Turn-Off - must be filed 24 hours in advance of work

Architectural Control Committee (ACC) - forms required for permission to make alterations and/or improvements to exterior of units such as patios, fences, windows

Out of Town - must be filed when residents will be away for an extended period of time

RULES & REGULATIONS

The Board of Managers has the right to establish Rules and Regulations governing all residents and their guests. They are intended to protect the quality of life for the entire community. In addition, the Board of Managers has the right to impose fines for a violation of any Rule or Regulation. All rules and regulations will be strictly enforced.

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BLUE RIDGE GAZETTE

The Blue Ridge Gazette is published monthly. It is a newsletter containing both interesting and essential information about Blue Ridge, as well as announcements of social events. You are encouraged to read it to be informed of important issues and changes in our community.

PENALTIES SCHEDULE

These penalties apply to all infractions of the rules and regulations that follow, *with the exception of violations of the Fire Alarm Inspections (page 9, Item 4) and the Parking Rules & Regulations (pages 11 & 12).*

First, offender will receive a Written Warning and given a reasonable amount of time to resolve the situation.

- If not resolved, offender will be fined \$100, payable within 10 days of notice,
- If not resolved, an additional fine of \$250 will be imposed, payable within 10 days of notice.

If the fines are not paid within the 10 days, the offender will lose Condo and HOA privileges immediately.

Finally, if the offense is not resolved and/or the fines are not paid, a lien will be placed against the homeowner's unit, and the homeowner shall be responsible for any legal expenses incurred.

Throughout the entire process, a hearing may be requested by written notice from the homeowner to the Board issuing the fine.

BLUE RIDGE CONDOMINIUMS

RULES AND REGULATIONS


1. The sidewalks, entrances, passages, courts and stairways, must not be obstructed or used for any purpose other than ingress or egress.
2. No signs, advertisements, notices or other lettering shall be exhibited, inscribed, painted or affixed by any resident on any part of the outside of the common areas or buildings without the prior written consent of the Board of Managers. In the event of the violation of the foregoing by any resident, the Board of Managers may cause such violation to be removed without any liability and may charge the expense incurred by such removal to the resident.
3. No motor bikes or motorcycles shall be allowed to be stored on patios or in the passage way, walkways, or common areas of the Condos. Baby carriages, tricycles, bicycles, skateboards, and battery-operated scooters for the disabled will be permitted on patios.
4. No structures or fences are permitted in common areas.
5. Supplies, goods and packages of every kind are to be delivered to the residents directly and neither the Condos nor the HOA shall be responsible for loss or damage of any such property.
6. Garbage and refuse are to be bagged and placed only in the receptacles provided by the Condos and shall not be piled outside of or alongside any such receptacle.
7. Residents shall not dry or air clothes or erect clothesline, clothes dryers or any other drying equipment on the exterior of their building nor in the irrevocably restricted areas of their homes, i.e., their patios, patio fences or common areas.
8. No servants or employees of the Condos or the HOA shall be sent out of the Condos by any resident at any time for any purpose. Employees shall not perform any work nor do anything outside of their regular duties, except under special instructions from the Board of Managers or Board of Directors.
9. Residents shall not allow anything whatsoever to fall from any window of their homes nor shall residents sweep or throw from their windows or their doors any dirt or any other substance onto any of the common areas whether restricted in use or not. Window air conditioners are prohibited.
10. No awning or other such projections shall be attached to the outside walls of the building.

No garbage cans, supplies, bottles or other articles shall be placed on the windows, patios, or fences, nor shall anything be hung from the roof. No linens, cloths, clothes, curtains, rugs, mops, or any other articles shall be shaken or hung from any windows, doors, patios, or fences.

11. Residents shall not make or permit any disturbing noises or odors in their homes by themselves or by their families, servants, employees, agents, visitors or licensees, nor do or permit anything by such persons that will interfere with rights, comforts and convenience of other residents. Residents shall not play upon, or suffer to be played upon, any musical instrument or operate, or suffer to be operated, any stereo, television set or radio in a loud manner in their home, if same shall disturb or annoy other occupants of the Condos. Residents shall not conduct or permit to be conducted vocal or instrumental practice or give or permit to be given vocal or instrumental instruction in their home at any time, except for individual practice and instruction. If a person violates aforementioned, the resident should call local police.
12. No television or radio antenna installation or any exterior appurtenances of any nature, kind or description shall be made, except mail boxes and properly installed gutters and leaders. (Gutters and leaders must conform to Architectural Control approval.) Any such installation erected on the roof or exterior walls of the building or patio is liable to removal without notice at the resident's and/or homeowner's expense. A dish may be installed on the fence only with the approval of the ACC.
13. No cats, dogs or other pets shall be permitted in any HOA facility. Residents shall be responsible for picking up and disposing of all pet droppings in the dumpsters or provided receptacles.
14. It is important that the Condo I and Condo II offices have a copy of your front door key on file. If you are not at home and there is an emergency, it may result in extensive damage to your home that could have been avoided.
15. Homeowners shall reimburse or compensate the Condos and HOA for any damage to the property of the Condos and/or HOA caused by residents or any members of the resident's family, servants, employees, agents, visitors, licensees and pets.
16. No resident shall be permitted to enclose or cover the patio area of their home except for approved fence and gates. Pop-up canopies are permitted but must be removed no later than a day after Labor Day.
17. Residents are not permitted to paint the brick work or any other part of the exterior of the buildings.
18. The Condos shall have the right without notice of any kind to store or otherwise dispose of any personal property left on or about the

common areas of the Condos by the homeowners after a homeowner has conveyed title to his home. Any such personal property left on or about the common areas after the homeowner has conveyed title shall be considered abandoned and become the property of the Condos, at the Boards of Managers' discretion.

19. The Condos or their agents shall not be liable for any damage to property entrusted to their employees, nor for the loss of any property by theft or otherwise, nor for any injury or damage to persons or property resulting from falling plaster, Sheetrock, or other materials, steam, gas, electricity, water, rain or snow which may leak from any part of the common areas or from the pipes, appliances or plumbing work of the same or from street or subsurface or from any other place or by dampness or by any other cause of whatsoever nature, nor be liable for any such damage caused by other residents or persons.
20. Condo I residents are not authorized use of storage basements.
21. Storage basements will be opened by an authorized person of the Board of Managers Condo II at reasonable hours by appointment. Paperwork is required. If the resident shall utilize the storage areas furnished by Condo II, goods stored in such storage areas shall be at the risk of the resident using such facility and neither Condo II nor their agents shall be liable for any injury to person or loss by theft or otherwise or damage to such property. Items stored shall be tagged and neatly arranged. Basements will be inspected by Condo II on a yearly basis to dispose of untagged and deteriorated items. No flammable material shall be stored in basements areas. Appropriate paperwork is required by Condo II for approval of access to storage area.
22. No auction or tag sales shall be permitted in the homes, patios or common areas of the Condos. No sales of any nature are allowed in or about the HOA facilities without the express permission of the Board of Directors.
23. No reckless bicycles or skateboarding will be allowed in the common areas. Bicyclists must wear helmets. There shall be no riding of motorized vehicles or similar forms of conveyance on common element sidewalks, in or near the tennis courts and swimming pool areas, and in or near other common or landscaped areas, including the golf course.
24. Athletic or social games and articles such as tables, swimming pools, hammocks and tennis nets are not permitted on the common areas, including green belts and paved areas. Any activity which may cause damage to any property or otherwise detract from the general appearance of the common areas is not permitted. Littering is prohibited.

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25. Any tampering with/adjusting sprinkler heads or timing devices by a resident, family member or friend are prohibited. Violators will be charged with a fine and/or the cost of replacement/repair.
 26. Cleaning and maintenance of patio areas, windows and glass doors in each unit is the resident's obligation.
 27. All residents shall obey posted speed limits and other posted traffic regulations.
 28. All complaints by residents should be documented on an Incident Report which is available at the Front Desk of the Club House. This information will be kept confidential.
 29. Children under the age of 10 must be accompanied by an adult in all playground areas. These areas will be closed at times posted.
 30. Children shall not be allowed to play in common areas not designated for such use.
 31. The Condos shall not be liable for any damage caused by other homeowners or persons.
 32. Abuse, threats or harassment of any Board member or employees at any time will not be tolerated and violators will be fined.
 33. These Rules and Regulations may be changed or modified only by the Boards of Managers of the Condos as provided for in the By-Laws of the Condos.

FIRE & HEALTH SAFETY

1. Residents may barbecue, cook or broil in their patio areas using propane gas barbecues, provided that adequate safety procedures are followed at all such times. At no time shall the grass areas surrounding the patio be utilized by the resident, his guests or invitees for such purposes. Barbecues must be kept on the patio and away from the building and fence when in use. Any other combustible materials or explosive fluids, gas, and or vapors are forbidden in any unit or common areas of the community.
2. Fire pits and torches are ABSOLUTELY FORBIDDEN. Violators will be fined as use of these items is dangerous and prohibited by our insurance coverage.
3. Residents are required by New York State law to install a carbon monoxide detector. All detectors should be centrally located outside of each separate sleeping area in the immediate vicinity of the bedrooms, and each detector shall be located on the wall, ceiling or other location as specified in the manufacturer's installation instructions that accompany the unit.
4. Fire Alarm Inspections – The Town of Brookhaven mandates that our alarm system be inspected annually. The Boards of Managers shall have access to all units for fire alarm inspections and repairs at all times deemed necessary. Residents will be notified in advance. Any homeowner or renter in violation of allowing said inspection will be liable for a fine in the amount of \$200, and the responsibility to arrange the inspection with our alarm company.
5. Residents may not feed wildlife (including birds, squirrels, turkeys, deer, fox and feral cats). The uneaten food attracts unwanted and dangerous vermin that would seriously affect the entire community. This rule will be strictly enforced.

Please refer to Page 3 for violation penalties.

SEWAGE MAINTENANCE

Following are rules, guidelines and recommendations to prevent Sewer backups. Please read and follow them carefully. Be advised that sewer backups are the responsibility of the Condo Boards. Plumbing backups are the responsibility of the homeowner.

SOLID WASTES

Dispose of all wastes in your garbage pails; NEVER in the kitchen sink, bathroom sink, or toilet. Examples are:

- Disposable wipes (Despite what manufacturers tell you, these wipes should not be flushed. They seriously damage equipment at our Sewer Treatment Plant which will affect the entire community.
- Excessive Toilet paper
- Sanitary Napkins/tampons
- Pampers
- Paper towels
- Fruit/vegetable seeds, skins, peel, etc.
- Human or pet hair
- Garbage disposals are discouraged since the amount of organic material that is sent into our sewer system may get overloaded when too much waste is flushed and could cause a backup.

Caution: Keep sink strainers in proper position at all times. It will prevent all solids, big and small, from entering and clogging the plumbing system.

WASHING MACHINES

Follow manufacturer's recommendation for quantities of detergent. Excessive amounts are harmful to plumbing system.

GREASE, FATS, OIL AND SEMI-SOLIDS

Do not dispose of the following wastes in the sink. Dispose of them in an empty coffee can or any other similar container.

- Bacon rendered fats
- Meat rendered fats
- Discarded cooking oils, etc.

VOLATILE LIQUIDS, CHEMICALS AND ACIDS

Under no circumstances should the listed substances be used in kitchen sinks, bathroom sinks and toilets. They are dangerous, can cause water pollution and could destroy the entire

plumbing system. Separate containers are available through our Maintenance Department for proper disposal. This rule must be followed and enforced when using outside service companies. Examples are:

- Acids – Muriatic, Nitric, etc.
- Lye – in both dry and solid form
- Solvents containing a high percentage of alcohol, acetone, etc.

Your cooperation in this effort will help prevent problems in your home and in the homes of your neighbors. Please read to understand these facts and follow them carefully.

Please refer to Page 3 for violation penalties.

SNOW REMOVAL RULES & REGULATIONS

1. The HOA directs snow removal using our own employees, trucks, snow plows, snow blowers, sand and salt on our roads, parking plazas, and access areas to the Clubhouse and other HOA managed amenities.
2. The goal of the Boards of Managers is to provide a safe environment as conditions permit.
3. The snow removal process usually does not begin until there is a 2 inch snowfall, but may start sooner depending on weather conditions and forecasts.
4. Your Condo Boards hire outside contractors to shovel all the walkways and paths to each unit.
5. Requests for personal services by employees, such as shoveling out vehicles or patios, is not permitted.
6. In order for snow plows to effectively clean roads and parking plazas, it may become necessary, from time to time, for residents to move their vehicles. They will be notified by telephone.
7. **IMPORTANT:** Parking is not permitted in those area with signs designating FOR SNOW REMOVAL. Violators may be subjected to fines or towing at the car owner's expense. **Please refer to Page 14 for violation penalties.**
8. In the event of power outages, residents are requested to contact PSEG or National Grid.

PARKING RULES & REGULATIONS

Residents and guests are permitted to use the parking plazas and streets, if available, only for the specific purpose of parking their own passenger car and motorcycles. Residents shall be responsible for instructing their guests to follow any parking regulations set by the Boards of Managers.

Parking Plaza Rules:

1. Under no circumstances will the following vehicles be permitted to park in any parking plaza or upon our streets:
 - a. Buses
 - b. Truck (any type)
 - c. Snow Plows
 - d. Trailers
 - e. Motor Homes
 - f. Recreational Vehicles
 - g. Boats or Boat Trailers
 - h. Any vehicle with commercial plates
 - i. Any vehicle with printed advertising weighing 20,000 lbs. or more
2. All vehicles, including motorcycles, will park within parking lot in spaces outlined by pavement markings and moved every 5 days. (Except as outlined in "Other Parking Area Rules" #2)
3. No vehicle may be parked or otherwise obstruct any resident's use of ingress or egress to parking space or walkway.
4. New residents will be required to register their passenger vehicles with the HOA, and current residents must re-register with a new vehicle or a change in their license number. [Condo II is asking – How do we enforce parking stickers and placement on vehicles? Also no back parking so stickers can be seen. Condo II also asks what constitutes a violation? They think we need to specify or reference from the By-Laws.]
5. Only minor emergency repairs that will not cause oil spills or any other inconvenience to the community will be permitted.
6. WASHING OF VEHICLES IS ABSOLUTELY PROHIBITED. NO EXCEPTIONS. Violators will be fined.

Penalties:

First Violation:	Written warning
Second Violation Within 3 months:	\$100 fine
Third Violation Within 3 months:	Vehicle will be towed at owner's expense

Other Parking Area Rules:

1. Under no circumstances will any vehicle park in the following areas:
 - a. In any area where there is yellow pavement or curb markings
 - b. In two parking spots
 - c. In front of any garbage dumpster
 - d. In front of any fire hydrant
 - e. In any area designated to be a fire zone
 - f. In front of any walkway
 - g. On the grass or common property
 - h. In area where NO PARKING signs are posted
 - i. In front of the Clubhouse
 - j. In designated area during snow season
 - k. At entrance to Sewer Treatment Plant
 - l. In any intersection
 - m. In handicapped space without the visible proper placard.
2. When parking on Birchwood Road and Blue Ridge Drive, vehicles may ONLY park on the side of the road that is located around the golf course, not on the outer side. Private homes may not park vehicles in front of their homes.
3. On Golf Lane and Daryl Drive, vehicles may park on both sides. On West End Drive vehicles must park only in parking spaces.
4. All vehicles without plates affixed to vehicle will be considered unregistered and abandoned and will be towed away at the owner's expense. Any unregistered or unlicensed may not be parked in the community. Storage or long-term parking (in excess of 5 days without use) will not be permitted except under extenuating circumstances when notification must be given to the Boards of Managers and written approval is granted.

Penalties:

Any of the Above Violations:

Written warning

If Violations Continue for 5 Days After Notice:

Fine of \$100 and/or vehicle
towed at owner's expense.

Neither the Condo nor its agents or servants will be liable for damage to any vehicle when towed under these circumstances. The Boards of Managers reserve the right to tow away any abandoned, improperly parked or unauthorized vehicles such as trailers or unregistered vehicles from the Condominium property, to charge the proven owner of said vehicle the cost of such towing, and to further restrict on-street parking.

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