



YORKTOWN

CONDO ASSOCIATION

2019



NEW RESIDENT | *RULES*

The Board of Directors would like to thank you for your interest in living with us. We pride ourselves on maintaining a safe and positive living experience for all residents and to that end we have crafted rules and regulations equally applied to all. Please take the time to read and understand the enclosed rules and we encourage you to ask as many questions as you like during the interview process.

Please note: all prospective residents (owners or renters) should refer to the condominium by-laws for a complete and comprehensive list of all rules they will be subject and binded to. This brochure highlights the most common and “high impact” regulations. This does not legally represent all rules and we encourage you to read the by-laws in full.

 MAINTENANCE
561.350.3618

 PROPERTY MANAGER
561.733-5550

RENOVATIONS / CONSTRUCTION

The City of West Palm Beach requires all remodeling, repairs and installations in a unit be performed by a firm or individuals licensed by the City. Permits are required by the City for electrical, plumbing, tile work and structural work. Licenses and/or permits must be obtained by the firm or individuals, and a copy given to the Management Office. The Association has the right to check the validity of license/permits and re-fuse admittance to the building. Work must be performed Monday - Friday 9:00 AM to 5:00 PM. Any work outside these times must be approved by the board of directors.

- A) Owner not in Residence - give written permission to Management Office for contractor to enter unit. Contractor must sign out for "office key" for common doors, and if necessary unit key.
- B) Owner in Residence - Instruct contractor to supply license/permit to the Management office.

For the safety and consideration of all residents, NO EXCEPTIONS TO THESE RULES will be allowed.

CHILDREN

- A. Children shall not play in the halls, stairways, elevators, or lobby. Children should not be allowed at the pool area without adult supervision.

INTERIOR APPEARANCE

- A. The personal property of unit owners shall be stored in their units or designated storage areas. No articles or decorations shall be placed in the halls.
- B. Entrance doors to each unit must be kept closed except for ingress or egress.
- C. Per Florida State Law, NO SMOKING is permitted in elevators, stairways or lobbies.

EXRERIOR APPEARANCE

- A. No changes structurally or painting of any windows, doors, or screens are allowed.
- B. Unit owners shall not affix anything on exterior walls including awnings, screens, or shutters except with prior written consent of the Board of Directors. Specifically no balcony shall be enclosed without the explicit written permission of the Board.
- C. Unit owners are prohibited from erecting exterior antennae or aerials. No satellite dishes.
- D. It is absolutely not permitted to use carpeting on balconies. Only tile or non-skid paint may be used.
- E. No personal signs shall be painted or hung on any part of the exterior or common elements.
- F. No clothing, rugs, mats, or laundry are to be shaken or hung on balconies or windows. Nothing shall be thrown, emptied or swept out of balconies or windows. No rugs shall be beaten on balconies, stairways or hallways.
- G. Cooking or bar-b-queuing with charcoal or raw fluid is prohibited on balconies. Flower pots or window boxes are not to be suspended from exterior ceilings, windows, balcony railings, or doors. Plants should be in heavy bottomed containers.
- H. Owners or Lessees shall remove all plants and furniture from balconies when unit is unoccupied. Nothing can legally be left on balconies when the unit is unoccupied. Owners or lessees shall make certain sliding doors and windows are securely locked to prevent water damage to the unit as well as other units. This is mandatory because of hurricanes and other natural weather events in Florida.

EMPLOYEES

- A. Employees of the Association are forbidden to perform personal services for unit owners during regular working hours.
- B. Employees of the Association are not authorised to advise, act or otherwise get involved in any issue residents may have. All issues must be reported to the property manager.
- C. No employee or servant of any owner or occupant shall be allowed to use the pool or recreational facilities that are the common elements of the condominium property.

PARKING

- A. Owner's or visitor's cars are not to be parked over-night in front visitors parking area. All cars parked over-night outside the gated parking area will be towed away at the vehicle owner's expense.
- B. No visitor's cars are to be parked anywhere on the premises overnight without prior written permission from the Association or Management. Guest cards will be available to leave on the dashboard of overnight guest cars. (These placards are available from the management office upon request in advance by any unit owner.)
- C. No trucks over 1 ton, campers, mobile homes, boats, trailers, trailer coaches, house trailers, automobile trailers, commercial vehicles or any other similar vehicles will be permitted on the premises behind the gate after 6 P.M.
- D. Any vehicle which cannot operate on its own shall not be permitted to remain on condominium property for more than twenty-four hours. No auto repairs shall be permitted on condominium property.
- E. Parking spots are NOT assigned and operate on a first come, first served basis. Units may have a maximum of 2 spaces allocated to them. If a unit requires more than 2 spaces they must receive approval from the board of directors.

LAUNDRY ROOM

- A. Use of common laundry rooms require that the washers and dryers be cleaned after every use by each person using them. The lint screen of the dryer must be cleaned and replaced after use. Washers and dryers are not to be used before 8:00AM or after 9:30 PM.
- B. If the machine on your floor is being used, there are available machines on every floor that are part of the common element for the use of all unit owners. Because of the plumbing restrictions in our building, it is absolutely forbidden to install any washing machines inside an apartment unit area of any kind including portable washing machines. Any damage caused to the building's plumbing attributed to breaking this regulation will be subject to full financial liabilities that may not be covered by owner insurance.

GARBAGE DISPOSAL

- A. Garbage must be placed in plastic bags and securely tied before being deposited in the garbage chute. The chute door should be securely closed. Do not place any garbage in the plastic floor receptacle. This is to be used only for newspapers and thoroughly cleaned bottles, or glass objects which could cause serious injuries to others if thrown in the chute. It is prohibited to deposit any glass in the garbage chute. Card board boxes are absolutely prohibited in the garbage chute as they may clog up the chute causing all garbage above you to back up. Large card board boxes should be flattened and placed in the bin in the first floor garbage room. Paper, glass, etc. can be placed in the recycling bins in the parking lot. Rules are posted in every Laundry Room.

KEYS

- A. The Association will retain a pass key to all units. No unit owner or occupant shall alter any lock or install a new one without written consent of the Board of Directors. Where such consent is given the unit owner must provide the Association with an additional key pursuant to its right of access.
- B. Owners and occupants are asked not to give the key that fits the common doors to cleaning help, service people or contractors under any circumstances.

FLOOR COVERING

- A. All floors in each unit except the kitchen and bathrooms shall be carpeted or otherwise covered in a manner so as to abate the noise that may be created to the unit below. If using tile, wood or laminate, a proper cushioned insulation must cover floors before the tile/wood/laminate is laid. The minimum IIC-STC rating for insulation is 50 with 60 highly recommended.
- B. In the event that the insulation is insufficient and noise transmitted to another unit is deemed unreasonable, then the unit owner, at their expense, must take steps to abate the noise to the satisfaction of the Board of Directors which may include but is not limited to complete removal of the existing floor and re-installation with new/better insulation.

NOISE

A. Owners or their occupants are responsible for making sure that other units are not disturbed unreasonably. Radio, TV or musical instruments shall not operate with undue loudness so as to disturb neighbors.

ATTIRE

A. Owners, occupants, and guests must wear clothing that covers up bathing suits on elevators and all interior common elements. The swimming pool is closed at 9:00 P.M.

PETS

A. Fish are always allowed. All other pets including but not limited to cats, dogs, birds and lizards must receive prior approval by the Association. This includes when moving in or if an existing resident has a desire to obtain a pet.

MOVING

A. When moving in or out of building please notify Management Office at least (3 days) before so that the elevators can be protected.

B. No furniture is to be left in the halls, even temporarily, but taken directly to or from elevator for safety.

C. Moving can only be done between 8:00 AM and 6:00 PM, Monday - Saturday, unless prior permission is given by the Board in writing.

DAMAGE / EXPENSES INCURRED

A. During the moving process, where damage to the elevator or any part of the common elements takes place the owner of the unit will be responsible for repairs even if damage was made by movers.

B. The dumpster at the property is not to be used to dispose of construction materials, toxic materials (such as paint), furniture, bedding or any other items that The City of West Palm Beach determines is not standard refuse. To remove these items the City charges an additional fee (typically hundreds of dollars). Any expense incurred by the Association to remove these items will be billed to the Unit owner responsible for the placement of the refuse. Night-vision security cameras are recording 24 hours a day, 265 days a year and will be reviewed as needed.

C. If people renting a unit are responsible for the Association incurring refuse removal or any other damage related expense the cost will be billed to the owner of the unit.

