

# THE STRIP LOFTS CONDOMINIUM HOUSE RULES & GUIDELINES

May 18, 2020

## **Board of Directors**

Mike McGuire, President  
Bill Porter, Vice President  
Mary Beth Johnson, Secretary  
Meg Pereira, Treasurer  
Kathy Buechel, Member

## **Management Company**

Acri Commercial Realty, Inc.  
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Pittsburgh, PA 15229  
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412-459-0141 (fax)  
[www.aciralty.com](http://www.aciralty.com)

Property Manager:

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Assistant Property Manager:

Jaime Lyon  
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[jlyon@aciralty.com](mailto:jlyon@aciralty.com)

Dear current and new owners/residents,

Welcome to The Strip Lofts! We are thrilled to have you as a member of our community and truly hope you enjoy being with us. Just by being here we know you appreciate living in a very special building that at once honors Pittsburgh's industrial past and symbolizes its forward-thinking future.

Below are rules and guidelines that will help you understand how to respect our shared space and continue to build a positive community.

Although Holly and Jaime are your first points of contact for administrative and day-to-day needs, please feel free to reach out to any board member with questions or concerns.

Sincerely,  
The Strip Lofts Board of Directors

## **Basement Storage Lockers**

Each unit is supplied with a basement storage locker. The door to the lockers is located at the rear of the garage on the right, and uses the same key entry as the main entrance door. We do not recommend storing valuables in the lockers as the basement can become damp.

## **Balconies**

Please do not throw anything over the railings including refuse, trash, empty bottles, cigarette butts, etc.

If you have hanging baskets or plants on your balcony, please be extremely mindful of people below, lower balconies, and cars parked in outdoor parking lot or the street. When watering plants, please place a receptacle underneath the plant to catch the water and prevent it from dripping off your balcony.

You may use gas or propane grills on your balcony. Charcoal grills are always prohibited.

Power-washing balcony floors or walls is prohibited to prevent high volumes of water falling on balconies or the street below.

## **Capital Improvement Fee**

When a unit is purchased, the new owner must deposit with ACRI (or other entity as directed by the Board) an amount equal to two months of maintenance fees at the closing. The deposit is non-refundable.

## **Common Area Cleaning**

Our cleaning crew is JJNJ Inc. They are on site each week on Monday, Wednesday and Friday. If you note a cleaning issue in a common area that needs to be addressed, please leave a message with ACRI at 412-459-0111 x 299 or x 203.

## **Common Area Repairs/Problems**

For common area repairs, please call ACRI at 412-459-0111 x 299 or x 203. Please leave a message if no one is available as these messages are checked regularly throughout the day. In case of emergency, please contact the emergency line (412-459-0111) and follow the prompts. In the event of an emergency after business hours or on weekends, always call the emergency line. Holly and Jaime do not have access to their email during these times. Overuse/misuse of this system interferes with true emergencies at other locations so please use discretion.

## **Condominium Fees**

Arrangements may be made with Acric for automatic payment of your condo fee from a designated bank account. If you prefer to use checks, your condo fee is payable to the Strip Lofts Condo Association and should be mailed to:

The Strip Lofts Condominium Association,  
c/o Acri Commercial Realty, Inc.  
P.O. Box 60935, Phoenix, AZ 85082

If you have any questions regarding your fee or to set up automatic payments, please call Tracy O'Brien at 412-459-0111 x214.

### **Lobby/Elevator Use**

If you are hosting a very large group and would like to use the lobby as a sign-in area, please contact ACRI at 412-459-0111 x 299 or 203 to notify them of the date and determine next steps.

1. Please post a small sign in the elevator to notify your fellow residents of the additional traffic coming in and out of the building.
2. Please note the weight limit of the elevator; do not overload it with people or cargo, and do not prop the doors open. Any service charges incurred by elevator misuse will be charged to the unit owner.

### **Fire Alarm**

The smoke detectors are sensitive and can be triggered even by cooking smoke. If the fire alarm is initiated, the Fire Department will be dispatched regardless of the cause. After the fire department comes, a board member will clear the fire panel, and ACRI will be notified of the event by Guardian Protection Services.

### **Garage Door**

If the garage door is stuck in the open or closed positions, please try pressing the "open" or "close" buttons to the left of the door. If it is stuck in the closed position and the button doesn't work, the door can be manually opened by simultaneously pulling the red cord and silver chain. This may require two people. If that still does not remedy the problem, please call ACRI at 412-459-0111 x 299 or x 203.

If you require an additional garage door opener or have lost yours, please call ACRI to purchase another one.

### **Ladders**

For your convenience and use for small, personal repairs, tall ladders are located on each floor in the storage rooms near the rear stairwell. Please use caution with the ladder as the Strip Lofts Condominium Association and Management assumes no liability for injury. Please return the ladder to your floor's storage room when finished.

### **Mailboxes**

The mailbox unit in the lobby is the responsibility of the post office. However, each owner is responsible for replacing the lock to their individual box.

## **Maintaining Uniform Building Appearance**

Owners/residents must not permanently alter the outside appearance of the building including modifying the walls of their terraces without prior consent from the board of directors.

Hallways, stairways, the entire first floor, and all outdoor areas are common space and must be free of all personal items. This includes any items left in the garbage room for removal without prior notice to ACRI. Residents may tastefully decorate their unit's door alcove, but any decoration must not cross the hallway wall line. The Board reserves the final determination of what is appropriate decoration. Unit alcoves or hallways may never be used for personal storage regardless of the duration.

Please be respectful of your neighbors and pick up after your pets in all common areas and on the sidewalk outside the building.

Additionally, you must clean up after yourself whenever loading or removing large items from your unit. It is especially important to clean up Christmas tree needles from the elevator floor and track because they can disrupt proper door operation.

Residents responsible for any building appearance infractions will be assessed \$250 each day until the problem is resolved.

## **Moving**

There is a non-refundable moving charge equivalent to one month's condo fee for each move in/out of the building. For new owners, this fee will be collected at the closing by the closing company. Owners will also be assessed this fee each time they rent to new tenants.

Moving pads are located in the sprinkler room in the garage. They must be installed in the elevators when moving in or out of the building. The owner is responsible for installing the pads and returning them back into the sprinkler room when finished.

If any common area doors (including entrances) must be removed to load in or out large items, the resident must contact Acri first. Either an Acri representative must remove and reattach the door or supervise that work.

If there are any damages to common areas due to moving, the cost of the repair will be billed directly to the responsible owner or resident.

## **Noise**

Please adhere to the City of Pittsburgh's noise codes. If you are in violation, you are subject to police action if you are reported by a neighbor. Please remember our concrete floors help sound carry. Please refer to the City of Pittsburgh Zoning Code 917.02 Noise for details.

## **Parking/Garage Rules**

Owners purchase parking spots with their unit and each spot is labeled accordingly. Vehicles must fit comfortably in the spot. There are two unassigned spots for scooters/motorbikes marked near the bike racks and are available on a first-come, first served basis.

Parking, waiting or stopping in the driveway section of the garage, or parking in another owner's spot without prior permission, is prohibited at all times. Owners/residents may invite guests or hired vendors to use their spot(s) when visiting the building, but they must use the appropriate spot as granted. Loading and unloading must occur while parked in the appropriate spot and may never occur while parked in the driveway section of the garage or outdoor lot.

It is the owner's or resident's responsibility to ensure their guests or vendors follow these rules. If anyone is parked inappropriately, the owner or resident responsible for the infraction will be assessed \$250 for each case.

When entertaining larger groups, some local businesses may allow use of their parking lot for a fee, but that arrangement is the responsibility of the host.

Residents may use trickle battery chargers for any vehicle. If a resident needs to charge either a partial or full electric engine, regardless of amps used they must install a meter to measure electricity usage at their expense and reimburse the Association monthly at the current rate plus any associated taxes or fees. Please contact Acri for further information regarding vehicles with electric engines and usage meters.

Residents may only park one car in their spot and may never store personal items in or around the spot (see exception below). The owner or resident responsible for an infraction will be assessed \$250 each day the items are stored inappropriately.

Residents who have garage parking spots against a wall may store a two-wheel vehicle (bicycle or scooter) between their car and the wall at their own risk. Storage of anything else is prohibited.

The spigot to the right of the garbage room door is to be used only for watering the outside landscaping. A team is assigned to manage that process. To prevent damage of surrounding cars and general messiness, the spigot is restricted from general use.

## **Plumbing**

Please avoid pouring kitchen grease in your drains. It can clog the common stacks and cause backups into your or other residents' units.

## **Renovations**

Any unit owner planning a renovation must submit a deposit of \$500.00 two (2) weeks before the start of the renovations.

If an owner is considering renovating their unit where a structure bearing wall will be removed or the exterior appearance of the building or any common space will be affected, they must

submit their plans to the Board of Directors prior to any work commencing for the Board's review.

The definition of renovation for this purpose is as follows:

Work where contractors will be in the building for more than three (3) days; work where contractors will carry ladders, tools and supplies in and out of the building and common areas; work where noise, sanding, grinding, pounding will affect common areas and other units in the building.

Unit owners must contact ACRI at 412-459-0111 x 299 or 203 to review the scope of work and pay the deposit. After the project is completed, an inspection will occur to assess common area damages. If there is no damage, the deposit will be refunded within 30 days. If damage is noted, it will be repaired and the cost will be deducted from the deposit. If applicable, the balance will be refunded to the owner. If the deposit is not sufficient to cover the damage, the owner will be billed for any additional cost.

Renovation is permitted all weekdays except bank holidays and only between 8am and 5pm. The owner responsible for the infraction will be assessed \$250 for each case.

Renovations over 30 days will be charged as follows:

An amount of \$250.00 for each month after the first 30 days of the renovation.

Owners are responsible for damages caused by their contractors.

Please remember that the garage is never to be used by contractors for any work including, but not limited to, cutting wood and metal work. Additionally, portable toilets are not permitted in the building, and contractors may not use the common restroom in the fitness room.

### **Roof Access**

For liability purposes, the rooftop is off-limits except for inspection, repairing and replacing A/C units. If you need access for any other reason, you must get permission from ACRI first.

The door to the roof is at the top of the front stairwell and uses the same key as other common doors.

### **Shopping Carts**

The building has a limited number of shopping carts for transporting goods from the garage to your unit. They are stored in the dumpster room. Please be respectful and return the carts as soon as you are finished so others may use them.

### **Smoke Detectors & Fire Extinguishers**

Common area smoke detectors and fire extinguishers are serviced regularly. The smoke detectors within your apartment are the owner's responsibility and should be checked periodically by the owner.

You must cover your smoke detectors when sanding or doing similar work in your unit. Heavy dust will set off the fire system. Do not keep your smoke detectors covered for a long period of time. Only cover it during the actual sanding. Your contractor can purchase and install the covers.

## **Utility Meters**

### **Gas meters**

Gas meters are located in the dumpster room adjacent to the garage. The gas company has a key to the building so you probably will not be contacted to access the meters. If you have a gas utility problem within your unit, you must make arrangements directly with the gas company for access to your unit. For additional questions, Equitable Gas can be reached at 412-395-3050.

### **Electric meters**

Electric meters are located in the storage rooms on various floors near the rear stairwell. The electric meters are read remotely, so the electric company usually does not need regular access to the building. For additional questions, Duquesne Light may be reached at 1-888-393-7100.



## Garbage/Recycling Rules

All garbage must be placed directly in the dumpsters in the dumpster room. The first two dumpsters are for garbage; the last one is for recycling. It is never appropriate to leave garbage directly on the platform. If you have large amounts of garbage or large objects to dispose (including Christmas trees), you must first contact ACRI to schedule an extra pickup at your expense, if any.

You must adhere to the following recycling guidelines:

**Only BLUE and CLEAR Plastic Bags are accepted.**

**Plastic bags of any other color are not permitted in the recycling dumpster.**

**Always recycle:**

 Plastic Bottles & Containers	 Food & Beverage Cans
 Paper	 Flattened Cardboard & Paperboard
 Food & Beverage Cartons	

**Do NOT include in your recycling cart:**

 NO Food Waste	 NO Plastic Bags & Film
 NO Foam Cups & Containers	 NO Needles

**Recycling Dumpster**



**Trash Dumpster**



### We Offer Safe & Simple Recycling Solutions For:

- ✓ Fluorescent Lamps
- ✓ Dry Cell Batteries
- ✓ Lighting Ballasts
- ✓ Mercury Devices
- ✓ Dental Amalgam
- ✓ Medical Waste
- ✓ Pharmaceutical Waste
- ✓ Computers and Electronics
- ✓ Bottles, Cans, and Paper
- ✓ Plastic Bag and Shrink Wrap
- ✓ Aerosol Cans
- ✓ Printer Cartridges

