



THE BRITTANY CONDOMINIUM

RULES AND REGULATIONS

AS OF OCTOBER 2020

The Brittany is managed by:
EJF Real Estate Services,
1428 U Street
(202) 537-1801
customerservice@ejfrealestate.com

www.brittanydc.com

UNIT OWNERS ASSOCIATION

The following rules and regulations have been adopted by the Board of Directors of the Brittany Unit Owners Association. Each unit owner, lessee, and resident shall abide by, and cause their guests to abide by, these rules and regulations. Violators will be fined in accordance with the Association By-laws in addition to being liable for any damage caused. Unit owners are liable for any violations by their lessees.

Any unit owner or tenant witnessing a violation of any by-law or rule should notify the Board of Directors. Written notifications should be dated, and include the violation date, individual(s) making the violation, and any other witnesses. The Board will take appropriate and prompt action and will report back to the unit owner or tenant filing the complaint.

1. Trash

- a. All trash except as specified below, must be placed in securely fastened plastic bags (to reduce risk of odors, insects, rats etc.) and dropped down the trash chute in the trash room on each floor.
- b. The following items are to be placed neatly on the trash room floor against the wall so the door can be easily opened/closed:
 - (i) Recyclable items: small cardboard boxes (cereal, shoe, etc.), newspapers, magazines, cans, glass, metal, and plastic containers. Cans, glass, and plastic should be rinsed, and caps removed; labels may remain intact.
 - (ii) Cat litter and fireplace ashes/logs in securely fastened bags (the fire alarm is set off by the smoke and dust these items create going down the chute).
- c. Disposal of bulk trash items such as furniture or other items too large for the chute are the responsibility of the unit owner. Bulk trash items may not be abandoned anywhere on the Brittany premises, including in the basement hallway or in the trash room unless on a day chosen and communicated by the Board as a bulk trash pick-up day.

2. Common Elements

- a. To preserve the life of the passenger elevator, lobby carpeting/furnishings, and other common elements, the following is required:

- (i) EJF must be notified before any moves in/out of the building or other similar movement of furniture (such as staging of units for sale). The move-in, sales or rentals, fee is a \$350 non-refundable fee. The fee for staging apartments for sale is \$100 per staging.
 - (ii) All moves into/out of the building, deliveries (furniture, firewood, etc.), movement of large items (appliances, furniture), and bicycle entrances/exits must take place through the V Street or New Hampshire Avenue entrances (and not through the lobby). EXCEPTION FOR UNITS 105 and 106. Because there is no other access, this rule is amended for Units 105 and 106 as follows: All moves into/out of the building, deliveries and movement of large items (appliances, furniture, bicycles, etc.) in or from Units 105 and 106 should be made through the front lobby in order to avoid damage to the marble staircase in the elevator lobby. THIS IS NOT AN EXCEPTION TO RULE 4, PROHIBITING PARKING IN THE DRIVEWAY. Moving, contractor and delivery trucks must find street parking and are not permitted to use the driveway for moves or deliveries, except as expressly permitted by the Board of Directors.
 - (iii) The passenger elevator must not be used for moving in/out of the building, deliveries, or similar movement of bulk items. If there is no padded elevator, please contact EJF at least three business days prior to its planned use and ask for pads to be installed.
 - (iv) Bicycles must be stored in a basement bicycle room (provided the bicycle has been registered with the Association), an individual's allotted basement storage, or within the resident's unit. Bicycles may not be moved through the lobby (exception for Units 105 and 106). Basement bicycle storage is limited to bicycles belonging to residents of the Brittany Condominium. Guest storage is *prohibited* in the basement bicycle room. Bicycles that are not registered with the Association will be deemed legally abandoned property and subject to immediate disposal. Mopeds and other small motor vehicles may not be brought inside the building.
 - (v) When inside the building, all pets must be on a leash or carried. No pet is permitted to soil the Brittany grounds or common areas. *All pet residue or debris*, including hair from grooming on the grounds, must be collected and disposed of.
 - (vi) Nothing (including bicycles, small motor vehicles, and lock boxes) may be locked or chained at any time to any exterior railings, the iron fence, light posts or anything else on the property. Lock boxes (subject to Section 5) may be only be placed on the designated lock box bars outside the New Hampshire Avenue entrance.
- b. Common Area Nuisances
- (i) All noise and sound (including from audio and audio-visual equipment) must remain at a reasonable level. Special consideration is required in rooms adjacent to neighboring bedrooms between 10:00 p.m. and 7:00 a.m.
 - (ii) The smell of smoke (whether from cigarettes, marijuana or other substances) is not permitted to permeate through common areas such as the lobby or hallway.
- c. Brittany Exterior
- (i) No signs advertising units for sale may be placed on the Brittany grounds.
 - (ii) Signs may not be posted, hung, or spread on any window or exterior of a unit; nor may one be placed in/on any common element without the permission of the Board.
 - (iii) No items, including electrical/telephone wiring, television antennae, or other equipment may protrude through the walls, windows, or roof of the building or otherwise be visible on the building exterior.

- (iv) Outdoor cooking, selling household goods, hawking, and vending are not allowed on the property.
- (v) Household or patio furniture may not be placed within the property perimeter.
- (vi) Outside windowsills may not be used to support any item, including but not limited to, flower boxes, air conditioners, etc.

3. Safety

It is strictly prohibited to permit entrance into the building to unknown people. This includes buzzing in callers without knowing the caller personally and permitting unknown individuals to enter behind you as you enter or leave the building (“tailgating”). Food delivery services are not permitted to enter the building and must be met at a Brittany entrance.

4. Parking

The circular driveway in the front of the building is for emergency vehicles and vehicles for the maintenance or repair of common areas. It may also be used by owners and residents and their guests for loading/unloading passengers and groceries, including food deliveries and car hires (Uber, taxis, etc.) in all cases limited to 15 minutes. Parking, changing oil, or repairing a vehicle of any kind is not allowed. Violating vehicles may be fined, issued a ticket and/or towed at the owner's expense. The Board may grant exceptions to this rule for purposes of repairs to an individual unit. Such exception must be in writing (including e-mail) and will only be considered upon three days advance written notice (including e-mail) to EJJF stating the purpose of the exception and the times parking is requested.

5. Lockboxes

Lockboxes may only be attached to the designated lock box bars outside the New Hampshire Avenue entrance. Lockboxes must have an identifying mark, number or label and owners must notify EJJF of such identification and provide a contact's telephone number. Lockboxes anywhere other than the designated lockbox bars, unidentified lockboxes or lockboxes remaining beyond the specified time period may be removed at any time.

6. Roof Access

The roof is an easily punctured membrane, and therefore, is only accessible to those with authorized condominium business. If you require access, contact EJJF.

7. Storage

Each unit is provided with a storage bin in one of the basement storage rooms. D.C. fire regulations prohibit storing any items in these rooms outside the bins. Items at outside the bins may be discarded at any time. Also, flammable materials (e.g., paint, paint thinner, gasoline, motor oil) may not be stored in your bins.

8. Fireplace Inspection

Due to fire safety and health concerns, no fireplaces are allowed to be used except those in the following units: 207, 208, 307, 308, 407, 408, 507, 508, 607, 608, 707, and 708. In these units where fireplace use is permitted, documentation of a professional inspection of fireplace components and flues and cleaning (as necessary) must be provided to the Association by October 1st of each even-numbered year. The cost of the inspection and any necessary cleaning or repairs will be paid by the unit owner. It is the unit owner's responsibility to make any necessary arrangements for the inspector to access her/his unit.

9. Owner's Insurance

Each unit owner must provide proof of current condominium owner's insurance in compliance with Section 42-1903.10 (d-1) of the D.C. Condominium Act (2014) which states:

“Each unit owner shall, to the extent reasonably available, purchase condominium owner’s insurance coverage with dwelling (whether residential or commercial) property coverage at a minimum of \$10,000 and condominium owner personal liability insurance coverage at a minimum of \$300,000 ...”

10. Water Shutoff

Due to the structure of our plumbing system, in-unit repairs or changes often require shutting the water off in the entire building. This requires unit owners to coordinate the water shutoff with our property managers, EJF. There is also a fee associated with the water shutoff, chargeable to the unit owner. The fee is based on the length of time the water is shut off, but recent fees have been approximately \$200. It is the responsibility of the Unit Owner/Tenant to ascertain what fees are payable with respect to a water shutoff (or any other service).

11. No AirBNB or Similar Rental

Article 9.14 of the Brittany Bylaws prohibits AirBNB or similar rental of a unit or part of a unit. In relevant part, that Article reads “No Unit shall be rented for transit or hotel purposes or in any event for an initial period of less than six months or less than the minimum Unit leasing term established from time to time by the Board of Directors, whichever is greater. No portion of any Unit (other than the entire Unit) shall be leased for any period. “

12. Contact Information

Unit owners must ensure their contact information (and contact information of their renters) is current. Updated contact information (including mailing address, e-mail address and phone numbers) should be sent to EJF and the Board.

13. Right of Access

The Association has the right to enter any units necessary to conduct repairs, and in an emergency can force entry to correct a condition threatening another unit or the common elements. The Association will assess the responsible party for any entry costs. All owners may provide the management company and/or the Board of Directors with a set of unit keys to be accessed under emergency conditions by either a third-party vendor specifically authorized by the management company or by an authorized member of the Board. It is the responsibility of unit owners to alert their tenants if keys have been provided to the Board and management for emergency use. It is the responsibility of unit owners to provide up-to-date emergency-use keys. It is the responsibility of all NEW owners to confirm with management whether or not they wish to provide keys for emergency use.

14. Liability

The Association shall hold a unit owner liable to the full extent permissible under applicable D.C. law or regulation, including the D.C. Condominium Act, for any damage or destruction of a portion of the condominium originating from such unit owner's unit.

15. Insurance Claims

Management and the Board do not process insurance claims for individual units. Management may bill back costs to owners for excessive services requested or rendered in handling insurance claims in excess of the management contract.

The Brittany is managed by EJF. EJF Customer Service Department can be reached by telephone at (202) 537-1801 or by email at: customerservice@ejfrealestate.com. The fax number is (202) 537-1805.

Unit owners may contact the Brittany Board of Directors by email at board@brittanydc.com. ***Renters should contact their landlords or EJF.***