

Blackwatch Office Park Condominium

Community Policy's



Blackwatch Office Park Condominium

c/o Woodbridge Group ♦ 32 N. Main Street ♦ Pittsford, NY 14534

Office (585) 385-3331 Fax (585) 385-4693

Office Park Rules

OUTSIDE APPEARANCE: Any proposed permanent change to the appearance of the outside of a Blackwatch unit, or any problem with exterior maintenance must be submitted in writing to the managing agent for action. Change requests must be submitted on a completed "Variance Form" for processing thru the Board of Directors. The form is available thru the Managing Agent.

PARKING-As a courtesy, office staff should park in overflow not in front of another unit. Approximately 2/3 spaces in front of every door.

SIGNAGE: One Real Estate sign or for rent sign is generally allowed in the window of the unit. An open house sign may be placed on the day of the open house. No A-frame signage allowed. No signs are allowed on the lawn parallel with Pittsford-Palmyra Road.

Unit Owner Building signs required a variance from the Board for approval. They should not exceed 15"X 30". No powered signs are allowed, no contact information is to be on the sign face, and there would be 1 sign per business with maximum of two per unit.

Main Sign Board is maintained and updated by the Association.

GARBAGE: The combination for the lock is "6605".

- All refuse needs to be in bags and placed in the dumpster.
- Green totes are for recycling only.
- All cardboard boxes must be broken down.
- All hired contractors are required to remove debris from the office park.
- When remodeling, owners need to make arrangements to have a dumpster brought into the community for construction debris.
- All delivery personnel need to be informed to break down all shipping boxes.

Suburban Disposal will only pick up material loaded into the dumpster. They will not pick up any ground debris, or contaminated recycling containers. It is the responsibility of every owner or office manager to make sure that your entire staff, tenants, cleaning personnel and delivery companies are aware of this issue and the proper procedure for use of the dumpster.

Blackwatch Office Park, Rule clarification regarding Owner Maintenance and damage caused to other units.

Bylaws, Article 10, Maintenance and Repairs subsection 10.01 states:

Repairs to units and common elements. All maintenance, repairs and replacement in and to any unit, ordinary or extraordinary, and to the doors (except painting exterior side of the unit entrance doors), Windows, electrical (except common elements), plumbing (except common elements), heating and cooling elements within or without the unit or belonging to the unit owner shall be at the unit owner's expense, except as otherwise specifically provided herein. All maintenance, repairs and replacements to the common elements as defined in the declaration and the painting and decorating of the exterior side of the unit entrance doors shall be made by the board of managers and be charged to all the unit owners as a common expense, except to the extent that the same are necessitated by the negligence, misuse or neglect of a unit owner, in which case such expense, shall be charged to such unit owner.

Clarification of above Article 10.01:

Unit Owners as stated above, are responsible for any repairs or damage either to their individual unit or damage caused to any adjacent property emanating from their individual unit caused by any mechanical device, plumbing, electrical, or any item a unit owner is responsible for maintaining. Damage caused by a common element remains the responsibility of the Condominium. The damage caused to another unit (other than failure of a common element) remains the responsibility of the unit owner causing the damage regardless of whether they maintain insurance or fail to maintain insurance to cover such risk. This includes the obligation to pay any insurance deductible of the master policy that relates to a single action caused by a unit owner's failure to maintain his equipment identified as individual unit owner responsibility.