



Community Management, Inc.

Memo

To: Elizabeth Lofts Owners and Residents

From: Tom La Voie, CMCA, CAMP, PCAM Community Manager

Date: January 26, 2018

Re: Trash and Recycling Rules

Our Ref: CMI24/ELIZ176

Elizabeth residents-

Considering recent reports of un-flattened cardboard boxes being left in excessive amounts in the trash room on the fifth floor, we wanted to send a memo reminding residents that per The Elizabeth's Bylaws and House Rules, placing large trash or recyclables in any place other than the Trash and Recycling Room on the first floor, is prohibited.

Elizabeth Lofts – Bylaws

“Section 7.18

Trash. No part of any Unit of the Common Elements shall be used or maintained as a dumping area for rubbish, trash, garbage or other waste, other than designated common trash disposal areas. No such items shall be kept or maintained excepting sanitary containers in areas designated therefor.”

Elizabeth Lofts – House Rules

“Section 19.1

Recyclable materials may be disposed of in the appropriate container in the Trash and Recycling Room located on the main floor.”

“Section 19.2

Cardboard boxes must be flattened.”