

REASONABLE ACCOMMODATION POLICY

Parkchester South Condominium and Parkchester Preservation Management (collectively “Parkchester”) are committed to granting reasonable accommodations to its rules, policies, practices or services where such accommodations enable people with disabilities the equal opportunity to use and enjoy their dwellings as required by federal, state and local law. A reasonable accommodation may include an exception to a rule or policy or physical change to a unit or common area. A disability-related reasonable accommodation exists when there is an identifiable relationship, or nexus, between the requested accommodation and the individual’s disability. No accommodation is on its face unreasonable. An accommodation is reasonable unless it causes undue hardship.

2000 East Tremont, Bronx, New York 10462
تتوفر سياسة الترتيبات التيسيرية المعقولة هذه باللغة العربية عند الطلب من مكتب خدمات السكان الكائن في

এই যুক্তিসংগত মেনে নেওয়ার নীতি বাংলায় পাওয়া যাবে রেসিডেন্ট অফিসে অনুরোধ জানালে যা অবস্থিত 2000 East Tremont, Bronx, New York 10462-এ।

Ce Règlement relatif à l’Aménagement Raisonnable est disponible en français sur demande au Bureau des Services aux Occupants situé 2000 East Tremont, Bronx, New York 10462.

Esta Política de Ajustes Razonables está disponible en Español solicitándola en la Oficina de los Servicios de Residentes situada en 2000 East Tremont, Bronx, Nueva York 10462.

REASONABLE ACCOMMODATION REQUESTS

Parkchester accepts reasonable accommodation requests from persons with disabilities and those acting on their behalf. Individuals who would like to request a reasonable accommodation may use, but are not required to use, Parkchester’s “Application for Reasonable Accommodation” Form. Reasonable Accommodation Application Forms are available in the Resident Services Office located at 2000 East Tremont Avenue, Bronx, NY 10462. If you require assistance in completing the Form, or wish to make the request orally, please contact the Director of Resident Services at the Resident Services Office located on the second floor of 2000 East Tremont of by telephone at 718-320-6040 for Condominium Units or the Director of Legal and Tenant Service by telephone at (718) 536-2043 for Rental Units of Parkchester Preservation Management. You may also make a Reasonable Accommodation Request orally to the Director of Resident Services at the Resident Services Office located on the second floor of 2000 East Tremont Avenue, Bronx, NY 10462.

We will make a decision on your request within ten (10) business days following the receipt of all required documentation. If the request is of a time-sensitive nature, please let us know and we will make our best efforts to expedite the decision-making process. In the event we need additional information to make a determination, we will advise you of the specific information needed within ten (10) business days of your request. It is Parkchester’s policy to

seek only the information needed to determine if a reasonable accommodation should be granted under federal, state or local law. We will not ask about the nature or extent of your disabilities or for medical records. If we grant the request, we will let you know in writing by sending you a dated letter.

If we deny the request, we will provide you with a dated letter stating all the reasons for our denial. If an individual with a disability believes a request for reasonable accommodation has been unreasonably delayed, denied unlawfully, or that he or she has otherwise been discriminated against on the basis of a disability, then he or she may file a complaint by writing or calling any of the following:

<p>New York City Commission on Human Rights 22 Reade Street New York, NY 10007 (718) 722-3131 www.nyc.gov/humanrights</p>	<p>US Department of Housing and Urban Development Office of Fair Housing and Equal Opportunity 26 Federal Plaza, Rm 3532 New York, NY 10278 (212) 542-7519 http://hud.gov/complaints</p>	<p>New York State Division of Human Rights 1 Fordham Plaza, 4th Fl. Bronx, NY 10458 (718) 741-8400 https://dhr.ny.gov/how-file-complaint</p>
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ASSISTANCE ANIMALS

One type of reasonable accommodation is allowing a person with a disability to keep an assistance animal. An assistance animal is any animal that works, provides assistance, or performs tasks for the benefit of a person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person’s disability. Parkchester is committed to ensuring that individuals with disabilities may keep such animals in Parkchester to the extent required by federal, state and local law.

Except as provided under this Reasonable Accommodation Policy, Parkchester prohibits residents from having animals. For that reason, individuals with disabilities must request a reasonable accommodation to have an assistance animal live with them in Parkchester. Residents who have been allowed a reasonable accommodation to keep an assistance animal are *not* in violation of the Parkchester rules and regulations. However, Residents who keep an animal without receiving a reasonable accommodation may be subject to penalties for violating the rules, up to and including eviction if they are rental tenants.

Parkchester encourages, but does not require, residents to make an accommodation request before, or as soon as reasonably possible after, their assistance animal moves into the residence. However, the fact that the animal is already living with the individual in Parkchester or the fact that the individual has been issued a violation for having an animal is not a factor that will be considered in reviewing a request for a reasonable accommodation.

SERVICE ANIMALS

An animal that does work or performs tasks for an individual with a disability is known as a service animal. If a person’s disability is apparent, or otherwise known to Parkchester, and if the

need for the requested animal is apparent or otherwise known, for example, a dog that guides an individual with a visual impairment, Parkchester will not inquire about the individual's disability or the animal's training. Otherwise, Parkchester may require that the resident provide:

- i. A statement from a health professional¹ indicating that the person has a disability; and
- ii. Information that the animal has been individually trained to do work or perform tasks that would ameliorate one or more symptoms or effects of the disability, or information that an animal, despite lack of individual training, is able to do work or perform tasks that would ameliorate one or more symptoms or effects of the disability.

EMOTIONAL SUPPORT ANIMALS

An emotional support animal is an assistance animal that provides emotional support or other assistance that ameliorates the symptoms of a disability. When a resident requests a reasonable accommodation for an emotional support animal, Parkchester may require a statement from a health

or social service professional indicating:

- i. That the applicant has a disability; and
- ii. That the animal would provide emotional support or other assistance that would ameliorate one or more symptoms or effects of the disability.

Parkchester will *not* require information about how an emotional support animal assists with the "activities of daily living."

Parkchester prefers, but does *not* require that emotional support animals be under twenty- five (25) pounds.

If an assistance animal both provides emotional support or other assistance that ameliorates one or more effects of a disability and does work or performs tasks for the benefit of a person with a disability, Parkchester may require compliance with either of the two preceding paragraphs, but not both.

Parkchester will never require individuals to provide medical records or details of a disability beyond that which is minimally sufficient to demonstrate the existence of a disability and the relationship between the disability and the requested accommodation.

If the assistance animal is a dog or cat, once the animal has been selected, the individual must also submit copies of the license, tag or rabies certificate and other vaccination information as required by New York State law, and a photograph of the animal.

CONDUCT OF APPROVED ASSISTANCE ANIMALS

In most cases Parkchester requires that assistance animals be leashed or harnessed in the elevators and common areas unless doing so would interfere with the service animal's work, or

¹ "Health professional" means a person who provides medical care, therapy, or counseling to persons with disabilities, including, but not limited to, doctors, physician assistants, psychiatrists, psychologists, or social workers.

the person's disability prevents use of these devices. Service animals that cannot be leashed for the aforementioned reasons must be under the control of their handler at all times. The animal must be in compliance with New York City laws, rules and regulations relating to animals.

Parkchester **does not require** that assistance animals complete behavioral training. However, Parkchester may require an assistance animal to undergo behavioral training in the event that reliable objective facts demonstrate that the animal has behavioral problems. Parkchester will notify a resident in writing if their assistance animal is required to undergo behavioral training and will explain the reasons for the requirement.

Parkchester may deny a request or require the removal of a particular assistance or service animal from the premises if the animal poses a direct threat (i.e., a significant risk of substantial harm) to the health or safety of other individuals that cannot be eliminated or reduced to an acceptable level by another reasonable accommodation. In evaluating whether an animal poses a direct threat, Parkchester shall consider the health and safety of other individual(s) and whether those concerns may be addressed by an accommodation, or if the animal has caused substantial physical damage to the property of others that cannot be reduced or eliminated by another reasonable accommodation. Parkchester will base such determinations upon consideration of the behavior of the particular animal at issue, and not on speculation or fear about the types of harm or damage an animal may cause.

APPROVED TAGS

Upon approval of an individual's request, Parkchester will provide them with a tag for the animal ("Approved Tag") to indicate that the animal is permitted to be in Parkchester. The purpose of the Approved Tag is to notify the Parkchester Department of Public Safety ("PDPS") officers that your animal has been approved as an accommodation. If the animal is wearing an Approved Tag, PDPS will not stop the individual for the purpose of determining if the assistance animal is on the approved animal list.

We note that use of the tag is optional. However, if an individual opts not to use the tag, PDPS may stop them in order to verify that they are approved to have an animal within Parkchester. In addition, owners of approved assistance animals may still be stopped by PDPS if the animal is in violation of curbing, leash or other laws.