

STRATA PLAN LMS-3449

RULES

1. Security & Safety

A. General Security

- (i) All owners, tenants, occupants or visitors are not to do any act or thing or fail or neglect to do any act or thing which would or could present a safety hazard to the building and its common property or its occupants. This includes but is not limited to blocking doors open, leaving common doors unlocked, allowing access into the building by unknown parties.
- (ii) Admission to the building shall not be permitted to any person unless known to an owner, tenant or occupant. **Persons delivering goods or other articles must be met at the front entrance.** If it is necessary for such persons to enter the building, they must be escorted by an owner, tenant, occupant or concierge until departure from the building.
- (iii) All owners, tenants, occupants or visitors should report to the concierge, management company or the police any suspicious person(s) in or around the building.
- (iv) No soliciting will be permitted within the Strata Corporation under any circumstances.
- (v) An owner may hold an open house for the sale of their strata unit upon 72-hour advance notice to the Head Concierge or Property Manager. All viewing is restricted to a by appointment only basis, all potential buyers must be escorted to and from the strata lot by the owner, occupant or agent. Under no circumstances whatsoever may a door be left open or unlocked to any entrance to the building for the purpose of open house selling.
- (vi) When entering or leaving the parkade, residents and invitees must wait for the parkade gate to fully close behind them.

B. Keys & Infrared Control Units

- (i) All keys to locks on the common property are common property and will be made and issued only with the authority of the council for the strata corporation.
- (ii) All infrared control units and common area keys that are lost or stolen shall be reported immediately, either to the concierge or to the management company. There is no penalty involved other than the cost of a replacement.
- (ii) An additional or replacement infrared control unit may be purchased by an owner or tenant from the concierge.

2. Procedures for Alterations

Owners must complete and submit for approval a Renovation Application prior to any renovation or alteration to their unit. Failure to obtain approval from strata council may result in fines and/or compliance to return the property to the original state. All rules and regulations for alterations are outlined within the application.

3. Elevator – Booking and Fees

- (i) All moves, contractor access and heavy usage of elevators must be reserved with the Head Concierge with a minimum of 48-hour notice. Priority will be given to owner and tenant moves. Each reservation is restricted to a maximum of 4 hours. At most 2 such reservations can be made in any one day. Such reservations that require the elevator to be locked and padded are **subject to usage fees**, the minimum fee will be charged based upon the reservation time requested. It is not meant to impede the use by owners, tenants and occupants who wish to move items in or out that require no special treatment (padding) or lock-off.

Fees for elevator reservations are as follows:

- (a) Lock off elevator use \$25 per hour, or portion, for each reservation, maximum \$200.
- (b) All move-ins and move-outs are charged a flat fee of \$200.

Check with the concierge to see if your items need such special treatment. Full instructions for the operation of the elevator will be given by the concierge.

- (ii) A damage deposit of \$500 will be charged for each reservation. The deposit will be refunded if no damage is done.
- (iii) Before any reservation begins, mats must be in place to protect all tiled floors, and padding must be installed to protect the elevator, the elevator doors and the glass in the lobby.
- (iv) Reserved use of the elevator must be finished by 5.00 p.m. and any use after that will be subject to a \$100 charge.
- (v) Except by special permission all items, must be moved in and out by the Drake Street entrance. During the reservation, the outside doors being used must remain closed and locked while unattended.
- (vi) The concierge will make a before and after inspection of the area through which any items will be moved. If damage has occurred this will be itemized in a report and the cost of repairs will be taken from the damage deposit. It is the responsibility of the owners, tenants and occupants involved with the reservation to be assured that this is done in a proper fashion.
- (vii) When the use of an elevator that has not been booked, or at a time that is not allowed, the council may, in an emergency or for other reasons allow such a use. This exceptional use is subject to an extra fee of \$100.

4. Moves, Deliveries & Contractors

- (i) All moves must take place between 9.00 a.m. to 4:00 p.m. Monday to Saturday. No moves are permitted on Sunday or statutory holidays unless the 1st or last day of the month is a Sunday or statutory holiday.
- (ii) Access by contractors is restricted to the hours of 9:00 a.m. to 5:00 p.m. Mondays to Fridays; no work can occur on weekends or public holidays. Exception is made for painting and other quiet work already commenced. (See Renovation Application for further details)

- (iii) Moves and deliveries of large items must be booked with the concierge. Items must go through the side door on the main floor; use of P1 for such operations is not allowed. This does not apply to hand deliveries of small items, or to any item that can be handled by any occupant of any suite. It specifically applies to any item that needs the special use of an elevator or that is of a nature that could cause damage.
- (vi) Contractors must report to the concierge before entering the building. If a contractor fails to report, or parks on P1 without first reporting to the concierge, the owner of the suite involved will be considered in violation of a rule.
- (vii) Contractors are not allowed to park on the sidewalk or the cul-de-sac. Vehicles that exceeds the height of 2 meters (6'6") cannot park in the parking garage. A parking pass for all contractor vehicles must be obtained from the concierge; it will be issued for a maximum of 3-days.
- (ix) Owners, and their contractors, are responsible for cleaning up any mess caused in common areas. No construction material may be placed in the strata's garbage bins. (See Renovation Application for further details)

5. **Parking**

- (i) Parking will not be permitted under any circumstances on the roadways in the parking lot or fire lanes. Any vehicle found parked in such a prohibited area will be removed, without notice, at the owner's expense.
- (ii) No vehicles shall be parked so as to reduce the width of the garage, roadway, neighbour's parking spaces, stairwells and/or walkways. Vehicles found parked in this manner shall, without notice, be removed at the owner's expense.
- (iii) No washing, repairs or adjustments to motor vehicles, etc., shall be carried out on common property.
- (iv) Oil leaks and exhaust pollution stains are the responsibility of the owner and must be cleaned up by the owner. Owners of vehicles causing staining shall at the strata corporation's notification, clean up all stains, or on failure to do so in 5 days' notice, the strata corporation will have the stain cleaned up and the cost of such clean-up will be assessed to the owner.
- (v) Parking spaces should not be used for storage and any items will be removed by the Concierge without noticed. One small grocery carrier will be permitted.
- (vi) An owner, tenant, occupant who has an unauthorized vehicle parked in the assigned parking stall must contact the Head Concierge or Property Manager, who will in turn contact the towing company to have the vehicle removed at the expense solely of the vehicle owner.
- (vii) Visitor parking is for the use of guests who are visiting residents, for up to a maximum of a 12-hour period in any 24 hour period. Extended passes can be obtained from the concierge, to a maximum of three days. Residents are not permitted to park in visitor stalls.
- (viii) Parking permits issued by the strata corporation must be placed on the dashboard of the visitor vehicle with the pass number visible. Only passenger vehicles are permitted to park in visitor stalls

- (ix) A maximum of one permit will be issued to each strata lot. Parking permits are the property of the strata corporation.
- (x) Residents and Visitors who fail to comply with either the parking bylaws or parking rules are subject to tow away of their vehicles at their own expense.
- (xi) All vehicles including motorcycles, motor homes and boats (boats must be trailered) must bear current license plates and proof of insurance, or display on the windshield a certificate-of storage insurance for a minimum of \$1,000,000 liability coverage. All vehicles not so signed will be towed at the owner's expense with 14 days' notice.
- (xii) Lost or stolen tags must be reported immediately to the management company and a charge of \$10.00 per parking permit will be levied for a replacement of the lost or stolen parking permit. A lost or stolen tag will be voided from the system and the new tag will then be activated.

6. Recreation Facilities

A. General Rules

- (i) Persons use the recreation facilities, fitness room, pool, steam room and Jacuzzi, at their own risk, the strata corporation will not be held responsible for any actions, claims, demands, liabilities, loss, damage, injury or expense of any kind, including legal fees, which may result by reason of use of the fitness equipment, the pool and its area, the Jacuzzi or steam room by any person.
- (ii) The recreational facilities, fitness room, pool, steam room and Jacuzzi, are open from 6:00 A.M. to Midnight. Cleaning occurs daily sometime between 9:00 a.m. to 11:30 a.m.
- (iii) The recreation facilities, fitness room, pool, steam room and Jacuzzi, are for the private use of owners, tenants and their guests only. Guests must be accompanied by a resident when using the facility. The maximum number of guests any owner or tenant is to take to use the fitness room is limited to 2, and for the pool, Jacuzzi and steam room to 4.
- (iv) No food or drink, except water in an unbreakable plastic bottle, is allowed in the recreational facilities, fitness room, pool, steam room and Jacuzzi. No glass is permitted.
- (v) Lockers are available in the changing rooms. No overnight use permitted.
- (vi) Persons having any skin diseases, sore or inflamed eyes, cough, cold, nasal or ear discharges, or any communicable disease must not use any of these facilities.

B. The Fitness Room

- (i) No person under the age of 14 is permitted in the fitness room at any time.
- (ii) Appropriate clothing and shoes must be worn.
- (iii) All personal belongings are to be removed after each use.
- (iv) Music and use of the televisions is allowed only if earphones are used.

A. The Pool, Steam Room & Jacuzzi

- (i) All individuals must take a shower before entering the swimming pool, steam room or Jacuzzi.
- (ii) No running is permitted. No music is permitted.
- (iii) Anyone using the pool, steam room or Jacuzzi must dry off before leaving the area. Entering the rest of the building wet is strictly forbidden.
- (iv) Proper swimwear must be worn at all times.
- (v) No person under the age of 14 is permitted in the pool area unless accompanied by an adult 19 or older. All children using the facilities must be toilet trained and those under 4 are prohibited from using the steam room or Jacuzzi.
- (vi) No chemicals, suntan oil, shampoo or soaps are to be used in the pool steam room or Jacuzzi at any time.

B. Compass & Meeting Rooms

- (i) These facilities are for the use of the owners, tenants and accompanying guests only.
- (ii) The use of the meeting room is for owners or tenants who have booked the facility through the concierge desk.
- (iii) No children under the age of 14 are allowed in either of these rooms.
- (iv) The newspapers and magazines are for use in the Compass Room only.

7. Pets

- (i) All pets must be registered with the strata corporation; registration forms are available at the concierge desk.
- (ii) Pet owner must pick up any mess a pet makes immediately and any feces bagged and properly disposed of.
- (iii) No pet is allowed into the recreation facilities, the Compass Room or the meeting room at any time.
- (iv) During inclement weather (rain/snow) dogs should be carried, or otherwise brought into or taken out of the building via the side door located on Drake street exit, or alternatively through the P1 parking garage door. If is such the case, the dog must be clean and dried before using an elevator.

8. Garbage

- (i) Ordinary household refuse and garbage must be removed from each strata lot by the owner, tenant, occupant or visitor and deposited in the garbage receptacles provided for that purpose in the garbage room on the P1 level. Absolutely no garbage is to be placed in the stairwells or fire escapes or anywhere on common property other than in these receptacles.

- (iii) The garbage room on the P1 level is only for the use of ordinary household refuse, the items specified in the notices there. All other material must be removed from the premises by the owner or tenant including but not limited to electronics, Christmas trees, old furniture, propane tanks and other household and/or construction items or materials.
- (iv) Litter and garbage which is spilled or dropped from a strata lot will be the responsibility of the owner, tenant, occupant or visitor and must be tidied up by the owner, tenant, occupant or visitor as soon as possible.

9. General

- (i) All notices are to be posted by the Concierge, as approved by the Strata Council. All other notices will be removed by the Concierge.
- (ii) Children are not permitted to play in the hallways, elevators, lobby or any other common area of the Strata Plan and should be under the supervision of a responsible adult at all times when on common property.
- (iii) Smoking or consumption of alcohol is not permitted in common property.
- (iv) Live Christmas trees must be wrapped in a bag before being brought into or taken from the building, and they must be removed from the property and not left on common property.
- (v) The use of bird feeders of any form on the outside of the building is strictly prohibited.
- (vi) No personal items including but not limited to strollers, carts, toys, bicycles, door mats or walkers, etc. shall be left or stored in any common hallways, walkways, lobbies or landings at any time.
- (vii) Outdoor Christmas lights are permitted between December 1st and February 1st. A similar restriction applies to any other festival for which outdoor lights are appropriate.
- (viii) Automated deck sprinkler systems are prohibited, except at town homes and decks with a contained drainage system.
- (ix) Bicycles are not allowed into the building with the exception of the underground parking.
- (x) Use of Skate-boards, roller-blades and roller-skates is not permitted in any common areas.