

# **CENTURIA URBAN VILLAGE BUILDING RULES**

July 2023 Revised

## **CONTACT AND EMERGENCY TELEPHONE NUMBERS:**

Police/Fire/Ambulance: 911

RCMP Detachment (non-emergency): 250-762-3300

Strata Property Manager: Coldwell Banker 250-860-1411

Building Manager: 778-215-8600

## **SECURITY EXTERIOR DOOR KEYS/FOBS AND UNDERGROUND PARKING REMOTE CONTROLS:**

Fobs, underground parking remotes or storage keys are the responsibility of the owner of the unit. Any additional fobs, remotes or storage keys shall only be sold to the registered owner of the unit at \$90 each and is payable to KAS 3399. No fobs, remotes or storage keys shall be issued to non-occupants of the building unless approved by the Strata council. Issuance of fobs, remotes or storage keys shall be at the discretion of the Strata council.

**LOCK-OUTS:** Owners are responsible for the keys of their strata lots. Master keys are not available from the building manager or the Strata manager.

**MAINTENANCE:** Residents may make requests for repairs and maintenance on common property or limited common property to the building manager between the hours of 9 am to 4 pm., Monday to Friday. Emergencies will be handled immediately however any emergency maintenance required after these hours requires contacting the Strata Property Manager directly. All emergency repairs and general maintenance within the strata lots are the responsibility of the owner.

**MOVING:** Arrangements shall be made with the building manager so that the DESIGNATED elevator can be arranged. All moves shall be made between 8 am and 8 pm. NO MOVE INS OR OUTS ARE PERMITTED UTILIZING THE FRONT LOBBY UNDER ANY CIRCUMSTANCES. Arrangements must be completed with the building manager at least seven (7) days in advance, including payments of the fee.

Monday to Friday: 8 am to Noon \$200 Move in (also covers move out)

Monday to Friday: Noon to 4 pm \$200 Move in (also covers move out)

Monday to Friday: 4pm to 8pm \$250 Move in (also covers move out)

Saturday, Sunday, or on holidays \$250 Move in (also covers move out)

Moves taking longer than 4 hours will be assessed an additional fee of \$50 per hour or part thereof.

**PETS:** All animals must be always on a leash on common property. All damages including lack of removal or clean up of pet waste on common property and limited common property caused by the pet are the responsibility of the owner of the strata lot, in which the animal resides. The same rule applies to visiting pets. Failure to comply shall result in a fine.

**GARBAGE AND WASTE:** All garbage and waste must be bagged properly and placed in the appropriate recycling or garbage container provided. Garbage/waste must not be left in the hallway or on decks or balconies. Garbage or food/beverage dripping on common property caused by a resident or visitor/guest of a resident must be cleaned immediately by the resident. **NO UNIT RENOVATION GARBAGE/WASTE IS PERMITTED IN ANY GARBAGE RECEPTACLE** in any part of the building. Failure to comply shall result in a fine.

8. **PLUMBING AND ELECTRICAL:** Each owner, tenant or occupant shall endeavour to conserve the energy and system of the building and any damage to any of these caused by the wrongful act or neglect by the owner, tenant, or a guest of, shall be repaired at the expense of the owner of the strata lot.

9. **DISTURBANCES AND NOISE:** No occupant or their visitors shall play or operate any musical instrument, stereo, radio, television set or make any other noise such as it will disturb the peaceful enjoyment of other occupants. Any boisterous conduct or other actions which will disturb the peaceful enjoyment of other occupants is absolutely prohibited. All noise must end at 11 pm. Failure to comply shall result in a fine.

10. **BICYCLES:** No owner, tenant, occupant, or their visitors shall bring bicycles into the building, including elevators and stairwells or onto balconies. All bicycles are to be stored in the space provided or in the bicycle storage areas. Failure to comply shall result in a fine.

11. **SOLICITORS:** Door to door solicitation will not be permitted. This includes the distribution of any advertising in parking areas and other common property.

12. **BUILDING ENTRY:** No resident shall permit entry to persons they do not know under any circumstances. After 9PM, no entry is permitted to any non-occupant of the building utilizing the resident intercom system. All guests, including delivery contractors must be **ALWAYS** accompanied by a resident during the hours of 9PM – 6AM. If using the automatic handicap door opener, you must ensure you wait for the door to completely shut behind you before proceeding any further into the building. **A resident shall be assessed a \$50 fine if found to be responsible for the unauthorized entry of an individual or individuals who cause property damage including burglary damage to the building.**

13. **ROOF TOP:** Only authorized personnel are allowed on the roof. Placing of antennas, satellite dishes or other equipment on the roof is expressly prohibited.

14. **BALCONIES AND BARBECUES:** Balconies are not to be used for hanging and drying laundry or for storage. The use of limited common property for pet waste areas is also not permitted. Only gas barbecues are allowed, no propane tanks, charcoal or briquette barbecues will be permitted. There are no exterior strand lights allowed on decks, except Christmas lights between December 1st and January 31st of any year. Fuel torches or fuel heaters are not allowed. Nothing shall be thrown, tossed, or dropped off balconies. Balconies must be always kept clean and tidy.

ALLOWABLE ITEMS ON BALCONIES AND DECKS:

- a. Patio furniture (no fire tables)
- b. Natural gas BBQ's (no propane tanks)
- c. Flowerpots.

RESTRICTED ITEMS INCLUDE, BUT ARE NOT LIMITED TO:

- a. All furniture and appliances, other than stated above.
- b. Railing flower boxes, lattice, or similar décor covering across glass
- c. Flags or banners, of any type.
- d. Bikes or toys
- e. Pet Waste Pads/Areas

15. **UNIT RENOVATIONS - USE OF BALCONIES:** If there is to be any cutting or other kind of processing of building related materials on balconies during unit alterations/renovations, the balcony must be completely enclosed with clear poly film to prevent shavings, dust, and other debris from drifting to other balconies or windows. The poly film must be removed at the end of each workday to prevent any wind from propelling the poly film, debris, and other foreign objects from falling off the balcony. Any damages resulting from a failure to comply may be charged back to the strata lot.

16. **HALLWAYS:** Nothing shall be thrown, swept, or placed in hallways or stairwells or any passageway in the strata property. Games and recreational equipment are not to be used in the hallways or any other common property that is not designated for that purpose.

17. **SIGNS:** Occupants, owners, tenants shall not display or allow to be displayed any sign, advertisement or notice in or about the premises, except where designated by the Strata council.

18. **OFFENSIVE GOODS:** No combustible, dangerous or offensive goods, provisions or materials shall be kept on the strata property.

19. **SMOKING, BEVERAGES, AND FOOD ON COMMON PROPERTY:** No owner, tenant, guest, or visitor shall smoke or vape in common or limited common areas of the strata property. Consumption of beverages in plastic containers is permitted in the pool area, except for alcoholic beverages. Beverages and food in all other common areas require the prior approval of the Strata council.

20. **RECREATIONAL VEHICLES:** Recreational vehicles of any type, campers, trailers must have Strata council's approval prior to parking on common property or limited common property.

21. **VEHICLES AND PARKING:** An owner, tenant or occupant must not park in the visitors parking stalls. A resident may park in a loading zone for a maximum of 15 minutes. Visitors who park overnight (if exceeding 6 hours) must display in the vehicle a valid strata lot parking permit issued to the owner of the residential strata

lot. Each strata lot has one allocated visitor parking permit. Any replacement permits must be authorized by the building manager and are subject to a charge. Visitors may not park their vehicles in the visitor parking for more than 7 days per month. Visitors are required to enter the details of their vehicle and the time of arrival in the book located near the elevators when using the visitor parking area. Occupants and their visitors are not permitted to park in the commercial parking lot. All violators will be towed at their own expense.

22. **CHRISTMAS TREES:** No live or natural Christmas trees are allowed to be brought into any strata lots.

23. **SELLING OF STRATA LOTS:** An owner of a strata lot, when selling his strata lot, will not permit "For sale" signs to be placed on or about the common property. An owner of a strata lot, when selling, will not hold or permit to be held, any Public Open House except in the manner prescribed by the Strata Council. One Open House for Agents will be allowed per listing. Unless the Strata Council otherwise prescribes, all showings must be by appointment only.

24. **COMMERCIAL SHOPPING CARTS:** All commercial shopping carts are strictly prohibited within the building.

25. **OWNERS WHO RENT THEIR UNITS:** Owners/landlords who rent their suites, their family members, or friends, are not allowed to use Centuria amenities. These include the swimming pool, hot tub, sauna, steam room, fitness room, change rooms, car wash and the multipurpose room.

26. **REALTOR/OWNER OPEN HOUSES:** Realtors and owners who wish to have an open house to market their condo unit must meet the following conditions:

- a) Register the Open house with the Centuria Building Manager.
- b) To be held on a Saturday or Sunday.
- c) Time: between 1 pm and 4 pm.
- d) Visitors must be escorted to and from the secured front door entrance.

27. **PARKADE/OIL SPILL RULE:**

a) An owner, tenant, occupant, or visitor is responsible to clean any fuel, oil or coolant that has leaked from their vehicle, and is responsible to indemnify the strata corporation any costs that are incurred because of cleaning fuel, oil, or coolant leaks. Owners of vehicle that cause automotive fluid or fuel staining shall, at the Strata Corporation's notification, clean up all drippings within (10) ten days. Vehicle owners failing to do so on (10) ten days notice, shall be assessed a \$50 fee for the cost of the clean up with such charges being applied to the relevant unit owner's strata lot account.

b) Vehicles dripping oil or gasoline may be prohibited from parking on strata property until repaired. Vehicle owners are not permitted to leave cardboard or carpet remnants in parking stalls to absorb oil, fuel, or other automotive fluids.

c) Residents are not permitted to perform any vehicle repairs or maintenance in or on any Centuria Urban Village parking areas. Emergency assistance such as battery boost/replacement and flat tire repair (excluding seasonal tire change) are permitted.

28. **MULTI PURPOSE ROOM BOOKINGS:** For Functions with more than ten (10) guests in attendance, a \$200 damage deposit will be required at time of booking. This deposit will cover any costs incurred by Centuria Urban Village to clean the room if required. The deposit can be paid, and the room booked with the building manager.

29. **DELIVERY OF FURNITURE, APPLIANCES AND LARGE ITEMS:** All furniture and other large items must be delivered via the Lawson Street medical building entrance (beside garbage/recycling room). No items are to be brought through the main lobby doors at any time. Elevator #1 is the only elevator permitted to be used for this purpose. **Failure to comply will result in a \$50 fine and will be strictly enforced.** It is recommended reviewing the move-in/move-out bulletin located near the rear door of elevator #1 or contacting the building manager to reserve a time slot for the elevator to avoid conflict with move-in or move-out schedules that take priority.

30. **ALL HALLWAYS DOORS TO BE KEPT CLOSED:** Leaving your unit door open reduces the pressure in the hallways and overworks the HVAC system. Please, always close your door.

31. **WINDOW FILM:** No owner, tenant or occupant shall apply solar or any other film to windows for any purpose without the prior written permission of the Strata Corporation. The strata lot owner will be required to submit a renovation agreement to the strata council for consideration and if granted approval, must sign an undertaking that any window breakage or voiding of warranties attributed to the use of application of solar or similar films is the responsibility of the unit owner.