

RENOVATION AGREEMENT: STRATA Lot # _____ KAS3399 SUITE # _____

Type of Renovation:

(If more space is needed, please add an additional page)

The Owner(s) _____ Phone # _____

Email _____ and

street address of _____, hereby acknowledge and agree that renovations to their Strata Lot may proceed only upon approval of a renovation plan and the following conditions being met:

1. All construction activity will take place only between the hours **of 7:30 am to 5:30 pm, Monday to Friday**. No Construction shall take place, Saturday, Sunday, or statutory holidays. All work must be completed within 60 days from the date of approval.
2. The Owner(s) is/are responsible for all costs relating to the construction including but not limited to the cost of shutting off the water supply to the building, if necessary, the cost of cleaning common areas damaged or soiled by the construction, garbage removal, etc.
3. Any work affecting or altering (adding or changing) the common facilities of the building including drainage lines, water lines, electrical, heating, ventilation or cooling equipment require the applicable permits prior to any work being done. **All work performed on electrical, gas, mechanical or plumbing shall only be performed by a licensed contractor in that trade providing the required permits.**
4. **Owners must provide a copy of all contractor's current insurance (minimum 2 million dollars liability) and current Work Safe BC coverage.**
5. **Owners to provide a current homeowner's property insurance that includes liability.**
6. The Owner(s) and any subsequent Owner(s) shall be fully responsible for the repair and restoration of any and all damage occurring to the Owner(s)' Strata Lot, adjoining Strata Lots and/or any common areas of the building that result from the failure of any plumbing, electrical, mechanical or structural systems in the Strata Lot, that have been changed or altered during the renovation process.

7. The costs for repair of such damage as noted above shall become payable upon demand by the Strata Corporation.
8. A **detailed** explanation of the proposed renovation must be attached to this form at the time of delivery to the Strata Council contact: please include the names of all contractors/sub trades with contact numbers, contractor's insurance and Work Safe BC coverage.
9. No **gas, water, or electrical lines** may be run in the concrete ceilings and special permission must be approved to do any work in suspended ceilings.
10. **Flooring** (if applicable): 3rd party test report documentation to ensure sound rating confirms a minimum IIC 70 Rating for underlayment.
11. **Windows** (if applicable): Must meet the following compliance requirements:
 - window solar film to be Sterling 50 Solar Film, colour - soft light champagne
 - window dressing colour must be white or cream to the outside
12. Lock Boxes are not permitted on common property by owners or contractors.
13. Contractors are **not permitted** to move tools and materials through the main lobby as they must use building entrance at 1111 Lawson Street (double doors beside garbage room). Elevator #1 (MR Main Rear) is the only elevator permitted to move tools and materials in or out of the building. It is recommended contacting the Building Manager to reserve a time slot for the elevator.
14. Contractors are not permitted to use the garbage bins at Centuria urban Village as they must remove all garbage and waste.
15. Owners to comply with related Bylaws including: 12 Obtain approval before altering a strata lot, 13 Obtain approval before altering common property, 14 Alterations to a strata lot or common property and 15 Permit entry to strata lot.

We/I having validated the liability insurance and satisfied ourselves/myself of the coverage of all contractors involved and read and fully understanding this agreement hereby affix our signatures:

Owner: _____ Date: _____

Owner: _____ Date: _____

Based on the information supplied by the owner, and the owner having acknowledged that they have validated the documents supplied by the contractors and the owners agreeing that the renovation will be completed as stated, the council of Strata KAS 3399 hereby give approval for this renovation.

Signed for or on behalf of the Strata Corporation:

President: _____ Date: _____

RENOVATION AGREEMENT CHECKLIST

RENOVATION AGREEMENT APPLICATION CHECKLIST

- ☐ Ensure the correct Strata Lot is entered.
- ☐ Attach a current homeowner's property insurance that includes liability.
- ☐ Ensure work performed on electrical, gas, mechanical or plumbing shall only be performed by a licensed contractor in that trade
- ☐ Attach a current copy of all contractor's Insurance (minimum \$2 million liability) and Work Safe BC coverage.
- ☐ Flooring (if applicable): 3rd party test report documentation to ensure sound rating confirms a minimum IIC 70 Rating for underlayment.
- ☐ Windows (if applicable): Must meet the following compliance requirements:
 - window solar film to be Sterling 50 Solar Film, colour - soft light champagne
 - window dressing colour must be white or cream to the outside
- ☐ Owners to comply with related Centuria Bylaws including: 12 Obtain approval before altering a strata lot, 13 Obtain approval before altering common property, 14 Alterations to a strata lot or common property and 15 Permit entry to strata lot.

RENOVATION WORK RULES CHECKLIST

- ☐ All construction activity will take place only between **7:30 am to 5:30 pm, Monday to Friday**. (No Construction shall take place, Saturday, Sunday, or statutory holidays). All work must be completed within 60 days from the date of approval.
- ☐ Contractors and Owners are not permitted Lock Boxes on any common property.
- ☐ Contractors are **not permitted** to move tools and materials through the main lobby as they must use entrance at 1111 Lawson Street (double doors beside garbage room).
- ☐ Elevator #1 (MR Main Rear) is the **only elevator permitted to move tools and materials in or out of the building**.
- ☐ Contractors must park off-site or use street parking.
- ☐ Contractors are not permitted to use the garbage bins at Centuria as they must remove all garbage and waste from Centuria Urban Village.
- ☐ Prior to any renovation owner to post "Renovation in Progress Sign" form on the bulletin board in the parkade lobby (form found on the following page).

RENOVATION IN PROGRESS

Renovations are now taking place in my
Unit Number

We apologize in advance for any
inconvenience this may have caused
the residents.

We expect the renovation to be
completed by _____.