

The Residences at West

Strata Plan EPS2328

RULES

SECURITY POLICY

Policy Statement (Adopted February 18, 2016)

The Security Policy ensures Residents and their visitors act in good faith to secure the common property or property a resident can reasonably assume is reasonably protected from theft through available anti-theft measures, such as fob access systems.

RULES

The Strata has adopted the following rules to govern egress and ingress from the secure facility:

1. A Resident or visitor may not grant access to the building to individuals not in their party. This includes:
 - (a) Vehicular access through the telecom system on P1 – Visitor Parking,
 - (b) Vehicular access through the fob system on P2 – Resident Parking,
 - (c) Any door secured by a fob, and
 - (d) Any exterior door.
2. A vehicle must, upon egress and ingress, come to a complete stop to wait for the secure gate to come to a complete close.
3. If a Resident or visitor is unable to safely secure the building against an intruder, they are required to report the breach to the Vancouver Police Department to discharge their obligations in rule 1 and 4.
4. A Resident or visitor may not, through negligence or inaction as described in rule 1 and 2, indirectly cause damage to another resident or visitor's property.
 - (a) For the purpose of the Security Policy, each owner affected will count as a separate infraction of rule 3.

eg. If a Resident or visitor is unable to safely secure the building and fails to notify the authorities, allowing an intruder to freely burgle or cause damage to the property of four Residents or visitors, the fine levied will be for \$200.00 (\$50.00 per infraction)
5. The strata corporation will levy a fine for a bylaw infraction as per 4.1.e. in addition to fines for rule infractions.

ENFORCEMENT PROCEDURE

1. Residents or visitors must make a complaint of property damage to initiate enforcement procedure.
2. Upon receipt of a complaint, the strata corporation will review egress and ingress footage to determine how the intruder gained access to the secure facility.

3. If more than one individual allowed intruders into the building that could have reasonably caused the theft or damage, each offending Resident or visitor will be fined as per rule

PARKING POLICY

The Parking Policy ensures the equitable use of limited common property allocated as Visitor Parking by Residents.

RULES

The Strata has adopted the following rules to govern the use of parking spots as per bylaw 41.11:

1. A vehicle must clearly display a valid visitor pass at all times.
2. A visitor may not use a single parking spot for more than 18 consecutive hours.
 - (a) After 18 consecutive hours, the visitor may remove their vehicle and park in another visitor spot for an additional four hours.
 - (b) If the lot is full, the visitor may not continue to occupy the same spot in violation of rule 2.a.
3. Visitors may purchase extended stay parking permits for \$25.00 a day for a maximum of three consecutive days.
 - (a) Permits contemplated in this rule do not guarantee the availability of visitor parking spots.
 - (b) Permits indemnify visitors from fees contemplated in rule 2 for the duration purchased, calculated by adding the time purchased to the time stated on the proof of purchase.
 - (c) Permits are valid plus or minus 10 minutes from the time of purchase and expiry.
4. Extended stay parking permits are sold exclusively online.
 - (a) Residents must complete an extended stay parking permit request form at least 1 clear business day in advance for processing.
 - (b) Business days are defined as 9 am and 3 pm, Monday to Friday, with the exception of holidays.
 - (c) Start time is noted on the invoice and is not valid until paid.
 - (d) Late payments will not extend the requested time--period, even if the delinquency in payment infringes on the time requested.
5. An infraction and fine supported by the Visitor Parking Log is valid even if a parking notice was not issued at the time of the violation.

6. The Parking Violation Notice should note the time the infraction was noted as per the Visitor Parking Log.
 - (a) If the visitor's vehicle leaves the premises before a notice can be issued, the notice will be delivered to the home of the owner identified on the parking pass.
7. A continuing contravention for the purpose of the Parking Policy is a contravention that continues for over 12 hours in duration. Additional fines can be imposed every 6 hours after the first 12 hour grace period.
8. Patrollers are required to document violations of the Parking Policy as per the enforcement procedures detailed below.
9. A Resident must not use Visitor Parking as a secondary or alternative parking spot.
 - (a) This is defined as the same vehicle, or combination of vehicles, parked in Visitor Parking in any noticeable pattern.
 - (b) A vehicle that one can be reasonably assumed is owned or used by a resident must never occupy a Visitor Parking spot.

ENFORCEMENT PROCEDURE

1. Visitor parking will be patrolled four times daily: twice by the concierge and twice by after-hours security. Visitor information will be tracked in the Visitor Parking Log in the following formulae: Unit #___ License Plate _____ Stall #_____.
2. Patrollers will place re-printed notices on vehicles violating the Parking Policy, advising visitors of their infraction, with consideration to rule 3 and 4.
3. Patrollers are required to gather two pieces of photographic evidence prior to issuing a notice:
 - (a) A photograph of the completed Parking Violation Notice, and
 - (b) A photograph of the vehicle to include the license plate.
4. A vehicle can be towed at the discretion of the patroller, with the following considerations:
 - (a) Vehicles not displaying a valid visitor pass may not be towed unless the strata corporation knows the identity of the vehicle's owner or the patroller has the explicit approval of Council.
 - (b) Vehicles should not be towed unless they are a repeat offender or has accumulated fines in excess of \$300.00.
5. The concierge will be responsible for reviewing extended stay parking receipts and the Visitor Parking Log to adjudicate disputed parking violations and report to council as necessary.

6. The Strata Manager will pursue owners that have accumulated fines in excess of \$500.00, including towing fees, through Small Claims actions, at their discretion or as directed by Council.

ENFORCEMENT PROTOCOL

1. Infractions of rules 1 and 9 are also considered bylaw infractions and will be enforced by towing at the owner's expense.
2. Residents and/or Visitors will be issued one warning violation notice. Each unit/resident is entitled to one warning regardless of which visitor(s) are responsible for the infractions.
3. Residents are responsible for payment of the notice within 14 days. If payment has not been initiated by that time, the resident is subject to administration and collection fees.

GYM RULES

1. **NEVER SLAM/DROP WEIGHTS ON THE GROUND** as it echoes throughout the entire unit room and affects the neighbouring units.
2. Return all equipment after use. All weights should be stacked after use.
3. No food or beverages other than water. No glass bottles.
4. Be considerate of others. If others are waiting to use a machine, limit your workout. Don't make any unnecessary noises.
5. Please report any faulty or damaged equipment to manager immediately.
6. Help to keep the gym room clean and safe.

VISITOR PARKING RULES

1. Residents can only park in their designated parking stall.
2. Vehicles in Handicap stalls must display a Government issued pass.
3. Visitors can only park in the visitor parking stalls with the visitors parking pass clearly displayed. (Stalls 28 to 40)
4. Visitor Parking Passes cannot be used by residents to park in visitor lots.
5. Overnight parking is allowed for a visitor for up to 18 hours consecutively. Maximum of 4 overnight stays per vehicle per month.

6. Each unit will receive one visitor parking pass at no charge. If a replacement visitor pass is required due to loss or theft, there will be a \$50 charge to the owner/resident (please note any lost or stolen passes will be deleted from the computer system to avoid multiple passes being used).
7. Abuse of overnight parking visitors pass will result in having your pass rescinded.
8. Visitor parking stalls (28 to 40) will be patrolled by Busters and our night time security. (24 hours a day).
9. Vehicles in violation will be towed at the owner's expense.