



# **STRATA PLAN LMS 1902 ROBINSON TOWER**

## **RULES**

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**ROBINSON TOWER  
STRATA PLAN LMS 1902**

**APPROVED RULES**

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**A. 5<sup>TH</sup> FLOOR LOUNGE**

1. The lounge may be used by all residents, and their invited guests, for entertainment and recreational purposes only, between the hours of 8:00 a.m. to 10:00 p.m. and may be booked with the BUILDING MANAGER, on a first-come, first serve basis. A \$200.00 refundable damage deposit must be paid at the time of booking.
2. The lounge is for exclusive use by a resident and his/her invited guest. Invited guests include relatives, friends, and colleagues. Residents may not extend an open invitation to include strangers to a lounge function. You will be held responsible for the conduct and actions of your guests at all times including dispersal period.
3. The lounge may not be used for public meetings, for commercial purposes, such as to sell products and services, or for political purpose, such as political party rallies. The use of drugs on the premises is strictly prohibited. The Resident is also responsible for ensuring there is no smoking in the lounge or on any common area pursuant to Rule B.
4. Functions must be restricted to the lounge only, and the doors to the building interior must be kept closed to contain any noise. Owners/tenants or occupants who make, or permit others to make excessive noise during the use of the lounge, will be fined. Use of the lobby, exercise room, and underground parking areas is strictly prohibited
5. If the deck area is authorized to be used, no music is permitted outside the building. No glasses, bottles or any breakable material may be used on the deck or may be thrown over the deck.
6. No signs advertising or giving information about the function may be posted on the Intercom, lobby windows or doors as this is an open invitation to crashers and a threat to the security of the building. As well, the main building door is not to be opened to strangers nor left or propped open.
7. Obtaining and posting the necessary liquor and banquet permit in the lounge is required. This will be strictly enforced: NO LIQUOR PERMIT, NO LIQUOR. FURTHER, NO ALCOHOL IS PERMITTED OUTSIDE OF THE LOUNGE, OR ON ANY DECK. IF ALCOHOL IS IN USE, THE DURATION OF THE GATHERING IS LIMITED TO 3 HOURS.
8. No decorations may be used that will in any way mar the paint, wall covering on walls, or ceiling. No nails or staples may be used.
9. All entrances and exits must be left clear as per fire regulations.

10. The lounge is to be inspected by both you and the caretaker prior to the function and any damage immediately documented. Owners are reminded that they are fully responsible for damage caused to all common property by their tenants and visitors. Upon completion of the function all areas must be left in the condition in which they were found, including lounge, deck, bathrooms and elevators. As the last user, you will be responsible for any/all damage. If the room has not been cleaned after the function, a cleaning fee will be deducted from the damage deposit. Any theft or damage resulting from the use of the room will be deducted from the damage deposit. If the cost of clean up or repairs exceed the deposit, the strata lot making the room booking will be charged the additional costs. If any complaints are received from residents concerning your rental of the lounge your deposit will be forfeited. Otherwise, your deposit will be refunded seven days after the rental date.
11. A guest or visitor using the Lounge may park in the Visitor Parking area subject to visitor parking rules. Cars may not park in any other stalls. Cars parked in any unauthorized area are subject to being towed away. The garage door leading to the parking areas may not be held open in any way.
12. The strata corporation is not responsible for any damage to or loss of personal belongings of the person booking the lounge or any guests attending the party.
13. At the conclusion of the function the resident booking the room must ensure that all doors are securely shut and all lights turned off. Owners, tenants or occupants who do not vacate the room at the prescribed time or at the end of their reservation will be fined.
14. The maximum number of persons in attendance at the function is not to exceed 30 (thirty), pursuant to the requirements of the Fire Marshall.
15. The use of the lounge by minors is not allowed, unless reserved by an adult who is a resident. THIS RESIDENT MUST BE PRESENT IN THE AREA AT ALL TIMES.
16. Abuse of any of the above regulations will result in cancellation of your privileges within the lounge for an undetermined length of time at your council's discretion.

**B. SMOKING**

1. In consideration of your neighbours, there is to be no smoking in the common areas of the building.

**C. FITNESS ROOM**

1. The fitness room hours are between 7:00 a.m. and 10:00 p.m.
2. Owners, tenants, occupants and visitors must be courteous to others waiting to use the fitness equipment and take turns using the equipment. All users must bring their own towels and wipe down exercise equipment after each use.
3. No food or beverages are allowed (except water bottles).
4. The number of visitors per strata lot allowed in the fitness room at one time is limited to two. An owner, tenant or occupant must accompany visitors at all times.

5. No smoking is permitted in fitness rooms or other Common Areas.
6. All personal belongings are to be removed after each use.
7. Appropriate athletic/sports clothing and shoes must be worn at all times in the fitness area.
8. No one under the age of 16 is permitted in the fitness room without being accompanied by an adult over 19 years of age.
9. Use of equipment is at your own risk. The strata corporation is not liable for any accident, injury, damage or loss however caused.
10. No pets are allowed in fitness rooms.
11. Time on each machine is limited to 30 minutes. Please use the sign-in blackboard if you are waiting for a machine.
12. Users may use only personal music systems complete with a headset; at no time is any other radio or music to be played aloud.

#### **D. JACUZZI & STEAM ROOM**

1. Without exception, all individuals must take a shower before entering the Jacuzzi and/or steam room. Swimwear must be worn at all times. No nudity permitted.
2. All persons using the Jacuzzi and/or steam room do so at their risk. The strata corporation is not liable for any accident, injury, loss or damage, however caused.
3. The facilities are for the private use of owners, tenant, occupants and their visitors only. An owner, tenant or occupant must accompany visitors while using the Jacuzzi or steam room. A maximum of 2 visitors per Strata Lot is permitted.
4. No person having any apparent skin disease, sore or inflamed eyes, cough, cold, nasal or ear discharges, or any communicable disease is permitted to use the facilities.
5. No food or beverages are allowed in the area. No pets are allowed.
6. No one under the age of 16 is permitted in the Jacuzzi and/or steam room without being accompanied by an adult over 19 years of age.
7. Individuals using the steam room are recommended to limit any one use to 10 minutes for health reasons. Persons under the age of fourteen (14) years are prohibited from using the steam room.
8. Anyone using the Jacuzzi is hereby advised that the recommended maximum stay should not exceed 15 minutes. Persons with heart problems, diabetes or those experiencing fainting or dizziness shall not use the Jacuzzi. Persons under the age of four (14) years are prohibited from using the Jacuzzi.
9. No fragrances, chemicals, shampoo or soaps are to be used in the Jacuzzi at any time.
10. No diving, boisterous behaviours, rough play or offensive activities permitted.

11. After using the facilities, please dry off before leaving the area. Wearing of wet bathing suits is not permitted in the building hallways and elevators.
12. The strata corporation reserves the right to deny use of the facility to anyone at anytime.

#### **E. PARKING RULES**

1. The use of visitor parking is for the exclusive use of visitors to the building on a temporary basis and while actively visiting a resident in the building. Residents are not permitted to use the visitor parking stalls for their own vehicles. Visitor parking time limits are posted in the visitor parking areas. These time limits will be strictly enforced by Management.
2. A valid visitor pass of the current year and colour must be clearly displayed (apartment number must be legible) on the vehicle dashboard at all times while using the visitor stalls. Handwritten notes in lieu of a parking pass are invalid and such vehicle will be towed. Vehicles that do not display a valid pass will be towed at the vehicle owner's risk and expense. A vehicle without a pass is subject to immediate towing. (For example, do not park a vehicle in the visitor stalls and then go up to a suite to get a pass.) Ensure the pass is properly displayed when the car is parked. The use of a visitors pass is subject to any rule or regulation that may properly come into existence from time to time.
3. Visitor parking shall be limited to a maximum duration of 48 hours, unless prior approval is arranged with the building manager. Under no circumstances may a motor vehicle make use of visitor parking for more than three (3) consecutive days in one week without an extended visitor parking pass. No motor vehicle may use visitor parking for more than seven (7) days per month.
4. Residents may not give, rent, loan, sell or otherwise transfer their pass to friends or relatives to use while shopping, dining or working in the area.
5. Only one pass will be issued to each strata lot per each 2 calendar years. Owners and residents who lose a pass or have a pass stolen may be issued a replacement pass upon payment of a \$75.00 replacement pass fee. Owners are responsible for ensuring that their tenants return their passes at the end of their tenancy and that new tenants are aware of the visitor parking regulations prior to moving in. All residents to Strata Plan LMS-1902 must sign a copy of this form prior to using the visitor parking area. Passes will not be distributed to rental suites that do not have a current and up to date "Form K" on file. All new rental tenants must have a current "Form K" on file with the LMS-1902 office prior to utilizing visitor parking.
6. The use of the visitors parking area is at the sole risk of the vehicle owner. LMS-1902 is not responsible for repairs or costs caused by accident, theft or vandalism.
7. Commercial strata lot tenants/owners are not permitted to use the visitor stalls or to allow their employees to use the visitor stalls. Bona fide customers to the commercial strata lots may use the visitor parking stalls only if they properly display a visitor pass and only while actively doing business in the commercial strata lot.
8. Motorcycles are not permitted to utilize visitor parking stalls (since they cannot securely display a pass).

9. No motor vehicle shall be parked in a manner that reduces or obstructs the width of the garage roadway, neighbouring parking spaces, stairwells and/or walkways, including by not parking fully into a stall or by parking an oversized vehicle such that it projects into the driveway. Vehicles exceeding the posted height are prohibited. There is no guarantee provided that either a Visitor stall or a Strata Lot's designated parking stall will be of the sufficient length or height to accommodate your vehicle. Oversized vehicles are prohibited where they cannot park safely within the stall's boundaries. Motor vehicles found parking in any prohibited manner shall, without notice, will be towed at the vehicle owner's risk and expense.
10. Vehicles dripping excess oil or gasoline are prohibited from parking. Vehicles identified as causing oil staining on the parkade floor shall upon notification remove the vehicle until repaired. Strata lots that permit a vehicle that is leaking oil or fluids to utilize a visitor or regular parking stall will have (5) days from notification to fix the vehicle which is dripping oil and to completely clean up all drippings or be charged \$50.00 for the removal of the fluids.
11. Vehicles must have current and valid operating (or storage) licensing and insurance.
12. All residents are reminded that the loading bay in the laneway is strictly for loading purposes with a 30 minute maximum limit.
13. Residents entering or exiting the parkade must stop their vehicles and watch the parkade gate until it has closed completely for security reasons. Residents who fail to do so shall be subject to a fine.

#### **F. 4<sup>TH</sup> FLOOR MEETING ROOM**

1. The meeting room is available for use by owners, tenants and occupants on an exclusive basis between the hours of 9:00 a.m. and 10:00 p.m., 7 days a week.
2. A \$200.00 refundable damage deposit must be paid at the time of booking.
3. Visitors must be accompanied by an owner, tenant or occupant when using the meeting room.
4. No cooking or food preparation is permitted in the meeting room.
5. No pets are allowed in the meeting room.
6. Owners/tenants or occupants who make, or permit others to make excessive noise during the use of the meeting room, will be fined.
7. Owners, tenants or occupants who do not vacate the room at the prescribed closing time or at the end of their reservation will be fined.
8. The building manager will inspect the room after the booking. If the room has not been cleaned, a cleaning fee will be deducted from the damage deposit. Any theft or damage resulting from the use of the room will be deducted from the damage deposit.

9. Owners are reminded that they are fully responsible for damage caused to common property by their tenants and visitors. If the cost of clean-up or repairs exceed the deposit, the strata lot making the room booking will be charged the additional costs.

**G. VISITOR PARKING LINES (Ratified June 28, 2017)**

1. Council informs all owners that the visitor parking stall maximum length lines have now been added. Council passed a rule that any vehicle parked in a visitor parking stall, may not have any part of the vehicle past the yellow line. Any vehicle found in breach of this rule, will be subject to having their vehicle impounded at Owner's cost without further notice. It is the responsibility of each Owner at LMS1902 to be informed of this rule and ensure their visitors comply with this rule and other rules relating to visitor parking.

**H. BILLIARDS ROOM (Ratified June 28, 2017)**

1. The billiards room may be used by all residents, and their invited guests, for entertainment and recreational purposes only, between the hours of 8:00 a.m. to 10:00 p.m. on a first-come, first serve basis with a 30 minutes playing time if others waiting.
2. The billiards room is for exclusive use by a resident and his/her invited guest. Invited guests include relatives, friends, and colleagues. Residents may not extend an open invitation to include strangers to a lounge function. You will be held responsible for the conduct and actions of your guests at all times including dispersal period.
3. The billiards room may not be used for public meetings, for commercial purposes, such as to sell products and services, or for political purpose, such as political party rallies. The use of alcohol or drugs on the premises is strictly prohibited. The Resident is also responsible for ensuring there is no smoking in the billiards or on any other common area pursuant to Rule B.
4. Functions must be restricted to the billiards room only, and the doors to the building interior must be kept closed to contain any noise. Owners/Tenants or occupants who make, or permit others to make excessive noise during the use of the lounge, are subject to bylaw fines relating to noise.
5. The deck area is not authorized to be used and no music is permitted to be used that is heard outside of the billiards room.
6. No signs advertising or giving information about the function may be posted on the Intercom, lobby windows or doors as this is an open invitation to crashers and a threat to the security of the building. As well, the main building door is not to be opened to strangers nor left or propped open.
7. No decorations may be used that will in any way mar the table, cues, paint, wall covering or ceiling. No nails or staples may be used.
8. All entrances and exits must be left clear as per fire regulations.
9. The billiards room is to be inspected by you prior to your use and any damage immediately documented. Owners are reminded that they are fully responsible for damage caused to all common property by their tenants and visitors. Upon completion of the usage, all areas

must be left in the condition in which they were found, including all common property. As the last user, you will be responsible for any/all damage. If the room has not been cleaned after your usage, a cleaning fee or fine may be assessed to your strata lot. Any theft or damage resulting from the use of the room will be charged back to the strata lot using the room. If any complaints are received from residents concerning your usage of the billiards room, actions permitted relating to rule enforcement will be taken by Strata Council.

10. A guest or visitor using the billiards room may park in the Visitor Parking area subject to Visitor Parking Rules. Cars may not park in any other stalls. Cars parked, without a valid Visitor Parking Pass, or in any unauthorized area are subject to being towed away. The garage door leading to the parking areas may not be held open in any way.
11. The Strata Corporation is not responsible for any damage to or loss of personal belongings of the person(s) using the room.
12. At the conclusion of the function, the resident using the room must ensure that all doors are securely shut and all lights turned off. Owners, tenants or occupants who do not vacate the room at the prescribed time or at the end of their time will be fined.
13. The maximum number of persons using the room is not to exceed 4 (four).
14. The use of the billiards room is intended for adults; minors are not allowed unless accompanied by an adult who is a resident. **THIS RESIDENT MUST BE PRESENT IN THE ROOM AT ALL TIMES.**
15. Abuse of any of the above regulations, will result in cancellation of your access to the lounge for duration of time subject to Strata Council's discretion.

#### **I. ELEVATOR BOOKING PROCEDURES** *(Ratified at May 3, 2018, SGM)*

1. A copy of a completed FORM K "Notice of Tenant's Responsibilities", must be provided to the building manager at least forty-eight hours prior to the date of any **MOVE IN OF A TENANT OR OCCUPANT.**
2. With any MOVE IN or MOVE OUT an owner, tenant or occupant must pay to the strata corporation / building manager a non-refundable security and elevator booking fee of \$100.00. This fee will go towards security to monitor the front door during moves, as well as ensuring the elevator is properly prepared (elevator locked out, padding installed on walls and flooring) prior to the move, and to confirm that owner, tenant or occupant contact information is correct and all electronic access devices are validated.
3. A move must take no longer than 4 hours in total duration. Additional time to move, whether on the same day or a different day, will be treated as a separate move and the provisions of these bylaws will apply. Change of occupiers, whether or not chattels are moved, constitutes a "move".
4. Elevator booking will be conducted on a first-come, first-served basis. Moves may take place between Monday through Saturday. Each day (Monday through Saturday) has two time slots for moves to take place, 9:00 a.m. to 1:00 p.m. and 1:00 p.m. to 5:00 p.m. No moves are permitted on Sunday or statutory holidays unless the 1<sup>st</sup> or last day of the month

is a Sunday or a statutory holiday, in which case Monday through Saturday moving hours will apply.

5. An owner, tenant or occupant must ensure that the lobby doors are not left open, ajar or unattended and that furniture is not left piled in the lobby area.
6. An owner, tenant or occupant must ensure that all common areas are left damage free, clean and all hallways and lobby areas vacuumed immediately upon completion of the move.
7. Further, when there is a transfer of tenants and one party moves out, all fobs registered to those tenants are temporarily deleted, to be reinstated only after the new tenants book their elevator move time and complete the Form K and provide their contact information.

**J. COMMON AREA BBQ & COURTYARD AREA (SUMMER SEASON ONLY)**

*(Ratified at May 3, 2018, SGM)*

1. *Residents are free to use the BBQ between the hours of 11:00 a.m. – 8:00 p.m. any day of the week.*
2. *Use of the BBQ will be on a first come, first served basis and initially, three (3) blocks of time (11:00 a.m. – 2:00 p.m., 2:00 p.m. – 5:00 p.m., and 5:00 p.m. – 8:00 p.m.) to permit others to book the same day. These hours are subject to change if other times are determined to work better for Residents.*
3. *All residents are asked to be courteous to their neighbors and refrain from using the BBQ for periods of time beyond their booked block. Bookings and keys are available from the Building Manager.*
4. *The BBQ and table(s) provided are not permitted to be moved from their location, (initially) located on the rear courtyard on the 5th floor podium deck.*
5. *Residents must provide their own cooking utensils and leave the BBQ clean when finished. A cleaning brush is supplied and is to be returned with the keys.*
6. *Food should be transported in Tupperware or similar containers to and from the rear courtyard area to prevent dripping on carpets enroute.*
8. *Glassware is not permitted in the rear courtyard area.*
9. *Residents may eat either at the table(s) in the rear courtyard BBQ area, back in their units, or inside the amenity room (Lounge) if it has also been booked.*
10. *Residents are not permitted to eat in the hallway area, fitness room or other roof areas.*
11. *Alcoholic beverages may be consumed only in the immediate rear courtyard BBQ area and only in conjunction with booked use of the BBQ, or in the Lounge if it is booked and if a BCLC Permit has been obtained. Alcoholic beverages are not permitted elsewhere.*
12. *Residents must ensure that the BBQ is monitored while it is being used, regulated to prevent overheating or burning food, and that it has been properly and completely shut off*

*when they are finished using it. This includes shutting off the burners on the BBQ, along with turning off the valve of the Propane tank.*

13. *Before using for the first time, please ask for assistance to prevent a fire and/or loss of life tragedy!*
14. *The Building Managers and Strata Council reserve the right to exercise their discretion and shut down the BBQ if in their opinion there is a safety issue.*
15. *Pets are not permitted on the 2nd or 5th floor roof areas or inside the amenity room (Lounge) at any time.*