



STRATA PLAN VR 320 SANDPIPER

RULES

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SANDPIPER STRATA PLAN VR 320

APPROVED RULES

1. GENERAL

- (a) Following are the rules and policies associated with the Sandpiper, as adopted by the Strata Council and as ratified by Owners at the following Annual General Meeting (AGM).
- (b) Underlined rules are subject to fines according to the Sandpiper Bylaw Sched 2 - 9.3.
- (c) All references in the Sandpiper Rules to “Owners” also apply to tenants, occupants and their visitors.
- (d) The Sandpiper will not accept a tenant until the Form K is received (Bylaw Sched 2 - 13.10) or if the tenancy agreement is less than one year (Bylaw Sched 2 - 13.2).
- (e) The Sandpiper supports a climate of understanding and mutual respect where all are equal in dignity and rights. This includes Owners, tenants, occupiers, guests and service providers. Discrimination and disrespectful behaviours will not be tolerated because of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, or age of that person or class of persons. Any incidents of disrespectful or discriminatory behaviour should be reported to the Strata Council.
- (f) Loud music or noise is not allowed during quiet hours from 11 pm to 7 am.
- (g) Owners who smoke will not allow their smoking to bother adjacent Owners.
- (h) The Sandpiper complies with all relevant municipal, provincial and federal government laws and regulations.
- (i) The Sandpiper may contract with Owners or companies associated with Owners for services. To manage potential conflicts of interest with Owner contractors:
 - 1. All Owners need to declare to the Strata Council if they have interests in any companies that may contract with the Sandpiper. The Strata Council will then decide on appropriate controls to manage potential conflicts of interest.
- (ii) The year-end financial report will include a statement of payments for services made to Owner contractors.
- (j) Owners will not take actions that cause costs to increase for the Sandpiper, including but not limited to:
 - (i) Consuming water, heating or hot water in a wasteful fashion.
 - (ii) Using common hallway and stairwell electrical outlets for uses that should be managed within their strata lot.

- (iii) Inappropriate waste disposal.
- (iv) Making excessive demands on the Building Manager, Strata Council or Property Manager or making routine requests in an emergency fashion.
- (k) Owners should obtain an appropriate residential strata insurance package that includes coverage for liability, the deductible portion of the Sandpiper's insurance, personal possessions and improvements to their strata lot. The Sandpiper's insurance does not cover these risks. Owners should give a copy of the Sandpiper's insurance certificate to their insurance agent to ensure that compatible insurance is obtained. Owners are cautioned that they are responsible for all costs associated with damages to common property or other strata lots that is a result of their actions.

2. COMMUNICATIONS

- (a) Sandpiper e-Mail – stratavr320@gmail.com – Owners should use the Sandpiper e-mail address to coordinate day to day building and property management requirements.
- (b) Building Manager – 778 987 1740 - Owners can call the Building Manager to also coordinate day to day Sandpiper building requirements. Leave a message if there is no answer.
- (c) Emergency Phone – Call 911 first in the case of a health, fire or police emergency. Call the Building Manager at 778 987 1740 and leave a message if there is no answer. If the Building Manager is not available call the Property Manager 24 hour Emergency line at 1 855 263 1967.
- (d) Strata Council e-Mail - stratavr320council@gmail.com – It is preferred that direct communication with the Strata Council is made by e-mail. Alternatively, Strata Council correspondence can be sent by post to #104 – 1740 Comox St, Vancouver BC, V6G 2Z1. The Strata Council members are listed on the basement bulletin board. Please respect the privacy and time of the Strata Council members and do not contact the Strata Council by their personal phone or e-mail address for routine building management or Strata Council issues.
- (e) AllCondo.com provides internet based document management services. Owners register to access documents and reports electronically, at no charge.
- (f) The Sandpiper will charge the Owner for printing costs when the Owner requests a paper version for any document or report, including but not limited to:
 - (i) Council and Owner Meeting Minutes
 - (ii) Budget, Financial Reports and Insurance Certificates
 - (iii) Bylaws and Rules
 - (iv) Depreciation Reports
- (g) Property Manager – Contact FirstService Residential to manage financial issues such as maintenance fees or to manage property transfers (#600 – 777 Hornby St, Vancouver BC V6Z 1S4, 604 683 8900). The Property Manager contact information is listed on the basement bulletin board.

- (h) Except for the case of a building emergency, any building management concerns of tenants and occupants should be communicated through the Owner. The Sandpiper will communicate all tenant and occupant concerns through the Owner.

3. EMERGENCIES

- (a) Owners should provide the Sandpiper with a key to access their strata lot for emergency purposes. By giving their key to the Sandpiper, the Owner is granting the Sandpiper permission to enter their strata lot for emergency purposes only. Owners are responsible for any damages to their doors that may result from the need for emergency access and if the Sandpiper does not have an access key that can be obtained in a timely fashion.
- (b) The Sandpiper is not responsible to manage emergency evacuations for Owners that may have physical disabilities; however the Sandpiper will maintain a listing of Owners with physical disabilities that is stored in the fire alarm panel for the use by the Vancouver Fire Department. Owners with physical disabilities should advise the Building Manager to be added to the emergency evacuation listing. Owners with physical disabilities should also make other arrangements to manage evacuations in the case of emergencies.
- (c) The Sandpiper is not able to assist Owners and may not be able to provide routine services (electricity, heating, water, elevators) in the case of major emergency such as an earthquake or other natural disaster. Owners should prepare emergency plans such as:
 - (i) Preparing an evacuation route and a family meeting place in the case of a major emergency.
 - (ii) Know which of your neighbours that may need assistance in the case of an emergency.
 - (iii) Being prepared to manage for at least 72 hours after a major emergency, including having water and food on hand. Owners should have battery powered lights on hand and should not use candles, in the case of an electrical outage.
 - (iv) Bolting to the wall any cabinets or other furniture that could fall over in an earthquake.
 - (v) Removing from shelves any heavy items that could fall in an earthquake.

4. SECURITY

- (a) All Owners are responsible to help manage security at the Sandpiper, including but not limited to:
 - (i) Always make sure the outside entrance doors, including those in the basement, parking garage and garden, are securely closed.
 - (ii) Do not allow anyone unknown into the building. If someone unknown contacts you on the intercom from the front door, do not buzz them in, no matter how plausible their reason may be. Simply hang up on them.

- (iii) If you notice any security issues or anyone suspicious around the grounds, garage or within the building, please notify the Building Manager or call 911.
- (b) Owners can purchase building keys and fobs for the parking garage from the Building Manager. Keys and fobs will only be sold to tenants and occupants subject to authorization by the Owner.
- (c) Owners must notify the Building Manager of lost building keys or fobs.
- (d) The Sandpiper uses video surveillance to help manage building security and enforcement of the Sandpiper Rules.

5. PARKING

- (a) Each strata lot is assigned one parking space according to the 1976 Land Title Registration Listing. In the case of dispute the Listing will apply.
- (b) Owners may rent their parking space to another Owner. Owners may not rent their parking space to a non-Owner (Bylaw Sched 2 - 7.3). Short-term parking space rentals are allowed to a guest that is visiting an Owner. The Sandpiper does not record the private parking arrangements between Owners.
- (c) The Strata Council may temporarily reassign parking spaces from time to time in order to manage maintenance requirements.
- (d) Except for the repair of a flat tire or dead battery start, all repairs to motor vehicles are prohibited on common property, including the parking garage and loading area (Bylaw Sched 2 - 7.5). All other motor vehicle repairs, including oil changes, must be managed off-site.
- (e) Except for bicycles, no storage of any kind is allowed in any parking stall (Bylaw Sched 2 -7.5).
- (f) Owners must obtain Vehicle in Storage insurance with a minimum \$200,000 third party liability for any unlicensed vehicles that are stored in the parking garage.
- (g) Vehicles may not be washed in the Parking Garage.
- (h) Guest Parking Stall 98 is available for Owners to use, up to a maximum of 12 hours, on a on a first come first served basis. Vehicles left in the guest parking stall must note the associated suite number and phone number on their dashboard. The Sandpiper may have towed and removed any unidentified vehicle that is left in the guest parking stall.

6. LOADING AREA

- (a) All moves, large deliveries and renovation materials are managed through the rear Loading Area. These items are not allowed though the Lobby.
- (b) The Loading Area is not intended for temporary or guest parking. Short-term loading and unloading for up to 15 minutes is allowed, assuming there are no reservations or prohibitions. Users of the Loading Area should anticipate there could be other users, to park in areas that facilitate other users and to move their vehicle to assist other users if requested. Vehicles left in the Loading Area should note the associated suite number and phone number on their dashboard. The

Sandpiper may have towed and removed any unidentified vehicles that are left in the Loading Area.

- (c) Garbage removal, move in/outs and parking for Sandpiper service providers have priority use of the Loading Area.
- (d) From time to time, based on priorities or other needs, the Building Manager may either prohibit the use of the Loading Area or schedule reserved times of the Loading Area. Owners should coordinate in advance with the Building Manager any needs for the Loading Area to ensure that there are no conflicts with reserved times.
- (e) Owners will promptly remove their vehicle from the Loading Area if requested by the Building Manager or a member of the Strata Council.
- (f) Vehicles may be washed at the rear of the building, adjacent to the Loading Area exterior water tap.

7. STORAGE AND LOCKERS

- (a) No storage is allowed on any common property including hallways and storage locker passage ways (Bylaw Sched 2 - 10.1).
- (b) Each strata lot is assigned one storage locker according to the 1976 Land Title Registration Listing. In the case of dispute the Listing will apply.
- (c) Owners may rent their storage locker to another Owner. Owners may not rent their storage locker to a non-Owner. The Sandpiper does not record the private storage locker arrangements between Owners.
- (d) The Strata Council may temporarily reassign storage lockers from time to time in order to manage maintenance requirements.
- (e) Storage Lockers B042 and B043 are for the exclusive use by the Sandpiper.

8. ELEVATOR

- (a) Owners should contact the Building Manager to reserve the elevator to manage moves or to facilitate renovations. It is recommended to reserve in advance, in particular if the reservation is desired on a weekend.
- (b) Reservations will only be accepted for one elevator and will be scheduled on a first come first served basis.

9. LAUNDRY ROOM

- (a) The laundry facilities are for the exclusive use of Sandpiper Owners for their personal laundry only. Replacement Coinmatic cards can be obtained from the Building Manager.
- (b) The following are prohibited in the Laundry Room machines:
 - (i) Dyeing of clothes
 - (ii) Washing of pet blankets, carpets, rugs or other similar items.
 - (iii) Drying of rubber, plastic or other products subject to melting.

- (c) Owners must leave the machines clean, remove any residues and to clean the dryer lint filters after uses.
- (d) Owners should not use more than 3 machines at one time. Washers and dryers are allocated on a first come first served basis and cannot be reserved.
- (e) Owners should promptly remove their laundry from the washers and dryers when the machine cycle is completed. After a 5 minute grace period, other Owners may remove laundry from unattended machines that have completed their cycle.
- (f) Owners must not use more than the recommended amount of detergent in the washers.

10. AMENITY ROOM

- (a) Owners use the Amenity Room at their own risk
- (b) Owners should report any unsafe conditions or damages to the Building Manager.
- (c) Owners may use the Amenity Room at any time unless it is otherwise reserved. Reservations are subject to a fee and are coordinated through the Building Manager on a first come first served basis. A calendar is posted in the Amenity Room to indicate reserved times.
- (d) Unreserved use of the Amenity Room is in a shared fashion and Owners must allow other Owners to use the room.
- (e) Reserved use of the Amenity Room includes the exclusive use of the Amenity Room and the barbeque. Amenity Room reservations also include the use of the Podium Garden (the enclosed garden above the parking garage), however other Owners are allowed to enter and exit through the Podium Garden.
- (f) Owners are expected to clean up the Amenity Room and return it to the condition in which it was found.
- (g) Owners are reminded that there are adjoining suites to the Amenity Room and the Owners of those suites are entitled to quiet enjoyment. Owners will immediately cease disturbing activities if requested by another Owner.
- (h) Unacceptable activities in the Amenity Room include:
 - (i) Over-night sleeping accommodation for Owners or guests
 - (i) Guests must be accompanied by an Owner.
 - (j) Persons under the age of 16 must be supervised by an adult.

11. GARDENS

- (a) Owners may not cut flowers or other plantings from any common property.
- (b) Owners may barbeque in the Podium Garden, subject to:
 - (i) The Podium Garden is not otherwise used for an Amenity Room reservation.
 - (ii) Barbeque use must be at least 10 meters from the building and so the smoke does not disturb other Owners.

- (iii) The barbeque is cleaned and locked (please advise the Building Manager if the propane should run out).

12. WORKSHOP

- (a) Owners may use the basement Workshop for minor activities, subject to:
 - (i) Owners use the Workshop at their own risk
 - (ii) Owners should report any unsafe conditions or damages to the Building Manager.
 - (iii) Use of the Workshop is on a shared basis and is subject to use by the Sandpiper for maintenance purposes.
 - (iv) Activities may include:
 - 1. Painting.
 - 2. Woodworking.
 - 3. Minor furniture, appliance or equipment repairs.
 - 4. Bicycle Repair.
 - (v) Unacceptable activities in the Workshop include:
 - 1. Welding or use of gas torches.
 - 2. Activities with dimensions larger than 2m x 1m x 1m.
 - (vi) Owners that use the Workshop will follow WorkSafe BC standards and practices, including the use of appropriate Personal Protective Equipment (PPE). Owners must provide their own PPE
 - (vii) The Sandpiper does not provide tools. Owners may not store their tools in the Workshop. The Sandpiper is not responsible for any lost or damaged Owner tools while stored or during use in the Workshop.
 - (viii) Owners must clean up the Workshop after themselves.
 - (ix) Work in progress may be left in the Workshop for a reasonable period of time provided the work is stored in the designated area. The Owner must list the item on the adjacent white board and the Sandpiper may dispose of items not listed. The Sandpiper is not responsible for any damages or losses associated with items left in the Workshop.
 - (x) Guests must be accompanied by an Owner
 - (xi) Persons under 16 must be supervised by an adult.
- (b) Owners may use the cleaning equipment, dolly, moving cart and ladder owned by the Sandpiper that is stored in the Workshop, subject to:
 - (i) Owners use the items at their own risk.
 - (ii) The Sandpiper does not need the items for building maintenance purposes.
 - (iii) Owners sign-out the items that they remove from the Workshop on the designated white-board.

13. COMMON HALLWAYS

- (a) Owners may not paint, varnish or change the colour of the common hallway side of the entrance door to their strata unit. Owners may not change or alter the unit numbers on their entrance door.
- (b) Owners are responsible for all repairs associated with their lock and door handle for the entrance door to their strata unit. Owners may change the lock and door-handle on their entrance door and may add a door knocker, name plate, door stop or peep-hole.
- (c) Skates, skateboards and push-scooters may not be used in the common hallways, basement or Lobby.
- (d) Bicycles may only be taken through the basement hallway and must not be taken through the Lobby.

14. BALCONIES AND ENCLOSURES

- (a) No storage is permitted on any balcony or patio, including bicycles. Barbeques are not allowed to be used on balconies.
- (b) The Sandpiper will manage the repairs and painting to all balcony railings.
- (c) The Sandpiper will manage the painting of balcony walls and ceilings for balconies that have not been enclosed.
- (d) The Owner is responsible for the repair and maintenance costs associated with enclosed balconies (Bylaw Sched 2 - 17.5).
- (e) The Owner is responsible for the removal or repair costs of any Owner installed wall, ceiling or floor coverings including the removal and replacement of a balcony enclosure, if their removal is required for maintenance purposes by the Sandpiper.

15. RENOVATIONS AND REPAIRS

- (a) Owners that desire to renovate or alter their strata lot, including installing hard-surfaced flooring, changes to walls, plumbing or electrical systems, must advise the Sandpiper of their proposed renovations in advance (Bylaw Sched 1 – 5.1).
- (b) The Owner is responsible to obtain appropriate City of Vancouver Building Permits if their renovations or repairs are subject to building permits.
- (c) All contractors performing renovations or repairs at the Sandpiper must have a business license to operate in the City of Vancouver and must comply with WorkSafe BC regulations. Owners are cautioned that the original strata lot ceiling coatings may be contaminated with asbestos and must manage any disturbances of the ceilings accordingly.
- (d) Owners are responsible to maintain and manage any repairs associated with the plumbing or electrical systems that are within their strata lot, except where the plumbing and electrical systems form part of the common utilities.
- (e) The Sandpiper will manage all repairs to the heating system within strata lots. Owners are responsible for thermostat repair or replacement costs.

- (f) Repairs or renovations to strata lots may only be carried out only between the hours of 8:00 a.m. and 5:00 p.m., Monday through Saturday, except in case of emergency.

16. GARBAGE AND WASTE

- (a) The Sandpiper's general waste contractor only accepts routine household waste as defined by the City of Vancouver. Please tie all bags securely that are associated with household waste.
- (b) Owners should use the appropriate recycling bins to help reduce the volume of general waste. Owners should note the City of Vancouver restrictions associated with the recycling bins and should not contaminate the recycling bins. (Do not include plastic bags in the paper bins. Do not include prohibited containers in the container bins.) Cardboard boxes must be flattened before being placed in the cardboard bin.
- (c) It is the responsibility of the Owner to make arrangements for the removal of non-routine household waste (Bylaw Sched 2 - 5.2), including but not limited to:
 - (i) Renovation wastes, including drywall, carpets or asbestos contaminated materials.
 - (ii) Mattresses, furniture, appliances, Christmas trees and other items that are not allowed for the general waste bin.
 - (iii) Items that are managed by extended producer responsibility programs, such as
 - (iv) electronic equipment, paints, tires and automotive products.
 - (v) Hazardous and special wastes.

17. PETS

- (a) Owners are limited to one cat or one dog that can be kept in their strata lot (Bylaw Sched 1 - Div. 1.3.4.d)
- (b) The Sandpiper is not responsible to manage pets for Owners, including, but not limited to:
 - (i) Cleaning up after pets on common property.
 - (ii) Managing pets while the Owner is absent.
 - (iii) Evacuating pets in the case of emergency.
 - (iv) Providing off-site boarding that may result from either routine or emergency building repairs or maintenance.
- (c) Owners are responsible to manage their pets, including, but not limited to:
 - (i) Owners must not allow their pets to mess on common property, including balconies or to allow their pet to go on any planted garden area.
 - (ii) Ensuring their pet is leashed while on common property (Bylaw Sched 1 – Div 1.3.3).
 - (iii) Ensuring their pet is under control, does not intimidate or disturb other Owners or pets, including within a strata lot when the Owner is absent.

- (d) No pets are permitted in the Podium Garden, Amenity Room, Laundry Room or Workshop unless qualified under Provincial Law for Service Animals.

18. PESTS

- (a) Owners should immediately notify the Building Manager if they notice bed bugs or other insect or pest infestations within their strata lot or on any common property.
- (b) Pest infestations within strata lots will be managed by the Sandpiper's pest control contractor, at no cost to the Owner. The Sandpiper's pest control contractor currently visits the building on the first Tuesday of each month. Owners should contact the Building Manager prior to that date if they wish to have their strata lot treated.
- (c) Wild animals and birds may not be fed on or from balconies, patios, windows, gardens or elsewhere on the strata-owned grounds. Animal or bird feeders may not be kept or placed on balconies or patios.

19. FEES FOR SERVICES

- (a) Printing Costs for paper copies of records and documents (routine records and documents are available electronically at no charge from AllCondo) - \$.25 per page
- (b) Washers - \$1.00 – managed by Coinamatic.
- (c) Laundry Room – Dryers - \$0.50 – managed by Coinamatic.
- (d) Replacement Coinamatic Laundry Cards – No Charge
- (e) Bicycle Room Storage - \$50.00 year - April 1 to March 31.
- (f) Amenity Room/Garden Exclusive Use - \$40.00 for 8 hours.
- (g) Replacement Common Area Key - \$20.00.
- (h) Parking Garage fob - \$40.00