



# **STRATA PLAN BCS 3334 WILLS CREEK**

## **RULES**

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## **WILLS CREEK STRATA PLAN BCS 3334**

### **APPROVED RULES**

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#### **RULE – AWNINGS**

Owners are permitted to install awnings on their strata lots under the following terms:

Recommended companies are:

Arpella – Preferred company; other options are Langley and Heritage

An Owner may use another company of their choice. However, the company must provide information which will satisfy the requirements of the Strata Council before they can be used.

Sizes are:

Unit A = 15' X 10"

Unit B = 9' X 6' 8"

Unit C = 18' X 10' (Soffit")

Unit D= 11'6" X 10"

The colour must be: Linen Tweed #4654-0000. Awning will be straight edged, i.e. not scalloped and should have brown piping.

The awning must be motorized and a wind sensor installed.

Awning installation is restricted to the rear of the structure only.

Approval of the Strata Council must be obtained prior to installation.

An Indemnity Agreement must be completed and signed and received prior to installation.

Owners are responsible and liable for any damage to the building or other common areas or loss of warranty as a result of the installation.

The process for approval is as follows:

- The Owner makes an application to Strata by writing to FirstService.
- The Owner will provide:
  - Their unit number and thus what type of unit is involved (A,B,C,D);
  - The name of the supplier they would like to use;
  - If the Owner does not have a supplier they would like to use, the Council encourages Owners to use one of the preferred suppliers;

- The Owner is to supply the specifications, as per the Rules above;
- If using preferred supplier and all terms have been met, FirstService will send approval to proceed with installation on behalf of the Council;
- If using any other supplier than the three noted above, the Owner is to send confirmation that the company they are using can and will follow the standards established by Council herein, and which may change from time to time.
- FirstService will review the information and, if the terms and specifications are met, FirstService will send approval to proceed with installation on behalf of the Council.
- The Owner must sign and return the Indemnity Agreement prior to work being undertaken.

## **RULES – SATELLITE DISHES**

No satellite dish shall be hung from or attached to the exterior of a strata lot or situated within the strata lot's limited common property or with the common property.

**ANY CHANGES TO COMMON OR LIMITED COMMON PROPERTY MUST BE PRE-APPROVED BY THE STRATA COUNCIL.**

## **VISITOR PARKING**

(Visitor Parking Rules ratified by the Owners at the AGM on Jan. 11/2011 have been revoked and replaced by the Strata Council on February 13, 2012).

### **BYLAW 42.3**

A resident must park only in the parking stall(s) assigned to the resident, and a visitor of a resident must park only in parking stall(s) designated for visitor parking or in the parking stall(s) assigned to the resident.

- Instructions are to tow cars parked in the fire lanes and in front of garages with insufficient apron to park the car completely on the apron.
- If someone is simply dropping something off and there is evidence of loading and unloading, or somebody is sitting in the car, it is considered to be stopping, not parking. Stopping is permitted for 5 minutes or so. The key again for stopping is that clearly there is some loading or unloading activity involving the vehicle.
- At any time, if anyone sees a vehicle parked in the fire lane, the tow truck will respond as soon as they can. There is no requirement to supervise the towing operation or attend. The tow truck driver will take care of it. (Added Dec.4/12)

## **PARKING RULES**

1. Residents are expected to encourage use of their free garage parking spaces for regular workers coming to their units such as nannies and house cleaners.

2. A Parking Pass is required for overnight parking.
3. Any guest staying more than 48 hours in any 30 day period must notify the Strata Manager by email before or at the time the parking use starts.
4. Each strata lot shall be issued one numbered parking pass.
5. The approved numbered parking pass must be clearly displayed in the vehicle.
6. Vehicles parked overnight without the approved pass are subject to towing without notice.
7. Replacement parking passes will be \$20.00 each and would show the new date of issue.
8. Any resident using two parking passes at the same time will have one of the vehicles automatically towed without notice.
9. Owners of resale units are required to provide their visitor parking pass to the new Owner of their strata lot.
10. New Owners who have not received a parking pass from the previous Owner will be required to pay the \$20.00 for replacement.
11. New Owners are required to report the number of visitor parking passes they have received from the previous Owner.

#### **BYLAW 42.8**

A resident's vehicle parking in violation of Bylaws 42.2, 42.3, 42.4, and/or 42.7 will be subject to removal by a towing company authorized by Council, and all costs associated with such removal will be charged to the Owner of the strata lot.

### **WINDOW COVERINGS**

1. Window film shall not be applied to any window within any of the homes at Wills Creek.

#### **BYLAW: 47.8**

A resident must ensure that drapes or blinds visible from the outside of the building are cream or white in colour.

### **REAL ESTATE SIGNS**

1. No signs are permitted in any area of the complex. General "contact your realtor" signs are in place at each entrance to the complex.

**REFER TO BYLAWS for items such as improvements, permitted yard items, seasonal decorations and other matters that are and are not permitted.**

## LANDSCAPING/YARD IMPROVEMENT RULES

The process for approval for a yard improvement is:

- The request will still be sent to the Strata Manager (this keeps consistency of documents);
- Where plants or shrubs or any change is being made that is between two units or will affect another unit, the Owner requesting the change must obtain the approval of the adjoining neighbour(s) to ensure all are in agreement with the change prior to submitting the improvement request to Council.
- The Strata Manager will forward to the Landscaping Committee and/or Strata Council depending on the work to be done;
- The Committee will visit the area, review the drawings and determine if the request should be approved or not; the Strata Manager will be notified of the decision and;
- The Strata Manager will advise the resident of same;
- The decision will then be recorded in the next set of minutes;
- The Landscaping Committee/Strata Council will review the project once it is completed to ensure that the work has complied with the approval given.
- A landscaping request form that can be used to ensure all required information is being provided prior to the Landscaping Committee assessing the request.

## GARBAGE, RECYLING AND COMPOST CONTAINERS

1. All garbage will be placed in the garbage containers as per the City of Surrey guidelines.
2. All garbage containers, recycling containers, and compost containers shall be put out on the street no sooner than the evening before the garbage/recycling/compost pickup day and all containers must be removed by the end of garbage pickup day and stored inside your unit.
3. Individual strata lot Owners are responsible for the clean-up of any garbage that may have spilled from their containers or found on or near their strata lots. (Added August 6, 2013).

## AMENITY FACILITY RULES

These Amenities are for the exclusive use of the Residents and their Guests of the Strata Corporation "Wills Creek".

### **Hours of Operation:**

Fitness Room: 7 days per week – 5:00 a.m. to 12:00 a.m.

Hot Tub/Pool: 7 days per week – 7:00 a.m. to 9:00 p.m., daylight permitting

Lounge: 7 days per week – 7:00 a.m. to 12:00 a.m.

**Seasonal Openings:**

Hot Tub: April 1 through to October 31, annually.

Pool: May statutory holiday weekend through Sept. 30<sup>th</sup>, weather pending

1. The facilities are for the use of the resident Owners, occupants and their visitors.
2. Their use will be governed by the provisions in the Bylaws relating to the use of Common Property and by the Rules prescribed by the Council from time to time.
3. Anyone under the age of nineteen (19) years of age, must be accompanied by an adult resident over the age of nineteen (19) when accessing the facility.
4. The facility is for the private use of residents and their guests only. A maximum of 6 persons per home is permitted. This number includes the strata lot Owners.
5. Guests of a resident must be accompanied at all times by a resident over the age of nineteen (19) when accessing the facility.
6. Owners not residing on the property who have provided the access to their Tenants may not make use of the facilities.
7. The Strata Lot Owner is responsible for the behaviour, actions of, and any damages caused by their Guests.
8. Smoking is not permitted in any area of the Amenities Facilities.
9. Alcohol is not permitted in any area of the Amenities Facilities unless it is a group event held by the Strata Council.
10. Rollerblading, skateboarding, ball playing or horseplay, etc. is not permitted in any area of the Amenities Facilities.
11. Pets are not permitted in any area of the Amenities Facilities. Pets are not to be left tied up outside the Amenities Building or areas surrounding the Facilities.
12. When exiting the facility during the day ensure that all doors and windows have been closed properly. The last person who leaves the facility at closing time must ensure that all doors and windows are locked and that all lights are turned off.
13. The use of this amenity for commercial function is allowed only when such function is deemed by the Strata Council to be beneficial to all Owners. Residents need to access the pool through the Amenity Room, the Strata Council agreed that there shall not be any private bookings in the Amenity Room. (Added May 2014).
14. A deposit fee to be established by Council will be applicable for use of the amenity room. Following any functions the amenity room must be cleaned after use and any garbage taken at the end of the event and disposed of in your personal waste.
15. The furniture in the amenity room must not be moved due to the possibility of scratching the floor.

16. The Owners and Residents should take pride in the Amenities Rooms and Facilities. It is appreciated if Residents acted on any violation personally and report any violation as soon as possible to the Strata Manager. If maintenance is required, please contact the Strata Manager. (Added September 19, 2013).
17. All persons using or accessing the facilities and or equipment, pool, hot tub or other do so at their own risk. Neither the Strata Corporation nor Property Management will accept responsibility in any manner for accidents or injuries however caused.
18. Rules etiquette and proper speech and conduct shall be observed at all times.
19. Unnecessary noise, rowdy behaviour, defacement or misuse of common property and incivility to residents or staff is forbidden/prohibited.
20. The Council, Committee and Property Management reserves the right to deny use of the facility to anyone in violation of these rules.
21. The Strata Council reserves the right to assess fines on the account of a strata lot for violation of the rules in accordance with the Bylaws of the Strata Corporation.
22. The Strata Council reserves the right to assess charges on the account of a strata lot for repairs which may be required as a result of damages which may be deemed to have been caused by a resident/their guests

#### **RECREATION FACILITIES – FITNESS ROOM**

1. No food or drinks (excluding bottled water) are allowed.
2. No person under the age of 14 years is permitted in the Fitness Room at any time.
3. Persons between 14-19 years of age are permitted only when accompanied by an adult 19 years or older.
4. The number of guests per suite allowed in the Fitness Room is limited to two (2). The adult resident 19 years or older must accompany the guests at all times.
5. Appropriate exercise clothing must be worn at all times; gym shoes (no street shoes) and shirts are mandatory.
6. Residents making use of the equipment must properly wipe down the equipment after use prior to moving on to another machine.
7. All personal belongings must be removed after each use.
8. Radios, tape machines and other audio machines must be used with headsets or earphones.
9. Commercial use is not permitted.
10. Personal trainers are permitted only if all clients are current residents of the Strata Corporation.

11. The use of the equipment is at the user's risk. The Strata Corporation shall not be held responsible for any loss, damage, injury, actions, claims, demands, liabilities or expense of any kind, including attorney fees, which may result by reason of use of the fitness equipment/facility by any person.

### **HOT TUB/ POOL**

1. All persons using the hot tub/pool do so at their own risk.
2. No life guard is on duty and residents must therefore govern their and their guest's actions accordingly.
3. Persons with infections, contagious diseases, or open sores are not allowed in the pool or hot tub.
4. Any child who is not completely toilet trained must be in "swimmers" when in the pool or hot tub.
5. The number of guests per suite allowed to use the hot tub/pool is a maximum of 6 persons per home. This number includes the strata lot Owners. The adult resident 19 years or older must accompany the guests at all times.
6. Anyone under the age of nineteen (19) years of age, must be accompanied by an adult resident over the age of nineteen (19) when accessing the pool/hot tub and surrounding area.
7. As recommended by Fraser Health, children under seven (7) years of age are not permitted in the hot tub.
8. As recommended by Fraser Health, users of the hot tub are advised that the maximum stay shall not exceed 10 minutes. (Added September 19, 2013)
9. All persons using the hot tub/pool must take a shower before entering.
10. Swimwear must be worn at all times when using the Hot Tub/Pool.
11. Swimwear attire must be covered up when in common areas (i.e. Clothes or bathrobe).
12. Persons with long hair must tie it up tightly, or wear a bathing cap.
13. Music is not allowed in the hot tub/spa area, unless head phones or the equivalent are used.
14. Only child inflatable flotation devices and pool noodles are permitted. No other items are permitted in the pool or hot tub.
15. No drinks (except water in a plastic bottle), food, soap or shampoo are allowed in this area.
16. Splashing, running, submerging or unnecessary noise is not permitted at any time.



17. After using the hot tub/spa/showers, please dry off before leaving the area. No wet swimwear is permitted in any area of the amenities center outside the hot tub/spa/shower area.
18. When leaving the area the hot tub cover is to be replaced and all chair and tables returned to their original locations.
19. All personal items must be removed from the area after use.
20. Outside door must be closed fully when leaving the hot tub/spa area.

## **SECURITY**

1. No one shall leave open or unlocked any outside entrance or exterior fire exit doors.
2. No one shall permit another person access to the building or Club common areas unless the person is known to them or has an active key fob.
3. Residents must report as soon as absolutely possible to the Council or the Committee any suspicious person(s) in or around the buildings or contact the Police directly.
4. All remote control units (key fobs) and keys to locks on common property lost or stolen shall be reported to the Council, through the Strata Manager immediately.
5. The replacement cost of a key fob as a result of a fob that no longer works, will be \$20.00 if the non-working fob is returned at the time of pick-up of the replacement fob.
6. Each strata lot will be entitled to a maximum of 2 (two) key fobs and 2 common area keys at any one time. Any additional fobs or keys requested will require the approval of the Strata Council or Committee.
7. No one shall permit the copying of any Amenities facilities keys.
8. Owners of resale units are required to provide their key fob(s) to the new Owner of their strata lot.
9. New Owners who have not received a key fob from the previous Owner will be required to pay the \$75.00 for replacement.
10. New Owners are required to report the number of key fob(s) they have received from the previous Owner.
11. Any key fob not reported at the time of purchase for the unit will be deactivated from the system.
12. All acts of vandalism are to be reported to the Strata Council or Committee in writing, through the Strata Manager as soon as absolutely possible.