

SALTRIVER APARTMENTS RESIDENTS MANUAL

11, 21 & 31 MORELAND ST

3 & 5 SALTRIVER PLACE

1-13 SWALLOW LANE

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1. Introduction

Welcome to the exciting Saltriver Apartments!

Please spend some time familiarising yourself with the material in this information pack.

To ensure that the environment and living standards at Saltriver Apartments are maintained to your expectations and high standards, the Owners Corporation has prepared a set of House Rules and other general building information.

Please ensure that any occupiers of your apartment, agents and tradesmen are familiar with the rules and abide by them.

Residents are asked to advise the Owners Corporation Manager of any incident, damage or breakdown of any equipment that occurs **on the common property**. Arrangements will then be made to undertake the necessary investigation and repairs. **The Owners Corporation Manager is NOT responsible for any matters within any of the apartments.**

The Owners Corporation Manager is also NOT responsible for any parking violations of illegally parked cars, as these are considered to be a civil matter that needs to be handled by owners of the car parking space.

The Owners Corporation Manager trusts that the following information assists in making your home at Saltriver Apartments an enjoyable and pleasant place to live.

2. Owners Corporation Rules

The Owners Corporation at Saltriver Apartments has been established primarily to protect the current and future value of the building – and your investment. To ensure this exclusive living environment is maintained for all, a set of rules and management practices has been set up.

An Owners Corporation provides a framework within which apartment owners and occupiers can enjoy common property together.

Common property includes stairways, driveways, corridors, stairs, lifts and all other facilities.

A copy of the Owners Corporation Rules are included as Annexure 1 to this Information Pack.

3. Owners Corporation Manager

ReKon Real Estate Pty Ltd provides Owners Corporation management services and ensures that the Owners Corporation operates in accordance with the Owners Corporation Act 2006 (Vic) as well as being responsible for all relevant administrative, secretarial and accounting requirements.

The Owners Corporation Manager arranges for periodic cleaning and maintenance to the common areas, such as:

- cleaning of the driveway, corridors, rubbish enclosure, gutters, stair cases and windows that cannot be cleaned by residents;
- replacing light globes and maintaining landscaping in common areas; and
- taking out and bringing in rubbish bins.

ReKon Real Estate Pty Ltd

Office Hours:

9.00am-5.00pm Monday-Friday



In the event of an urgent matter please leave a message with our voicemail service which is monitored after hours or send an email including 'urgent' in the subject to the email address below.

Tel: +613 9999 1088

Fax: +613 9999 1110

Email: ocmanager@re-kon.com.au

Address: 1/5 Saltriver Place, Footscray 3011

4. Emergency Procedures

Each apartment is fitted with individual mains powered (with battery backup) smoke detectors. In addition, there are smoke detectors in the entry area outside the front door of each apartment and other common areas. For safety reasons these smoke detectors are linked so that the activation of one detector activates the siren in all other detectors (in order to warn all residents of a fire).

Please ensure that at no time cooking smoke from your apartment (e.g. burnt toast), or cigarette smoke is allowed to flow out into the entry area as this may cause the external smoke detector to activate.

If there is excessive cooking smoke, switch on your exhaust fans and range hood and open a window or balcony door.

At 21 Moreland Street a fire hydrant is located inside the stairwell at every level. In addition a hose reel is located at every level in the cabinet opposite the lifts.

At 31 Moreland Street fire hydrants are located on each level adjacent to the intermediate stair case and hose reels are located both at the front of the building on each level as well as adjacent to the intermediate stairs on each level.

The main fire hydrant, hydrant booster and sprinkler booster is located in a cabinet adjacent to the front entrance of 31 Moreland Street.

In addition, there are fire hydrants in façade of the building on Saltriver Place, Moreland St and Swallow Lane.

In case of an emergency all residents should assemble in Saltriver Place, on the opposite side of the road and at a safe distance from the complex.

In the case of a power failure, all vehicle gates, garages and access card secured entry doors have uninterruptible (battery backup) power supplies. If the power failure lasts beyond the life the UPS all card access secured doors will default to open.

5. Noise

Please be mindful of your neighbours and do not create unreasonable noise or behave in a manner likely to annoy them. As a guide no noise should be heard from outside your apartment door.

In consideration of the right to peaceful enjoyment by all residents, the Owners Corporation Rules contain certain requirements in relation to noise.

- **Slamming doors**

In consideration of other residents, please ensure that occupants and visitors of your apartment are advised not to slam the doors when entering or exiting the premises.

- **Moving in and building works**

The rules of the Owners Corporation prohibit moving in/out and using power tools on Sundays and on any other day before 8.00am or after 5.00pm. Please ensure you observe these rules.

6. Building Works / Alterations

Any trades people undertaking works on your behalf must clear and dispose of all rubbish and debris from the building and from common property. This includes ensuring that large rubbish items should not be disposed of in rubbish bins and that the common driveways and corridors have been cleaned or swept if any mess has been caused.

Absolutely no works that affect the exterior of the buildings are to be undertaken without the prior written approval of the Owners Corporation. This includes the installation of alarm sirens, external spot lights, air-conditioners, awnings and screen doors. Air conditioners must be installed in an approved manner to ensure that the condenser unit is located in an appropriate location and all cabling and piping is concealed (and does not run through common property).

Trades people can only work in your apartment between 8.00am and 4.00pm weekdays and 9.00am-12.00 noon Saturdays.

Any alterations that may affect the acoustic or fire rating of the separation between any lots or any lot and the common property are prohibited.

In the event that a proprietor proposes to change the material used for floor coverings in any part of a lot full details of the proposed changes together with an acoustic engineer's report certifying that the proposed changes comply with the Building Code of Australia must be submitted to the Owners Corporation for approval prior to any changes being effected and the changes cannot proceed without the prior written approval of the Owners Corporation.

7. Balconies

Do not throw or allow any cigarette butts or litter out of windows or from balconies. Balconies should be kept in a tidy manner. Nothing should be attached to the walls of balconies (in particular sails or awnings should not be installed as neither the walls nor the floor have been designed to carry loads of this nature).

8. Security

If you notice anyone acting suspiciously around the building, please contact the police.

Please do not allow unknown people to follow you (known as tailgating) into the building. This includes allowing vehicles to follow you into the carpark. By pressing button “4” on your garage remote the door is able to be manually shut to ensure that nobody follows you in particularly at nighttime.

Please accompany your visitors whilst they are in common property areas.

9. Smoking

Please ensure that cigarette butts are disposed of thoughtfully and not left on any common property including the entry areas, driveway or gardens.

Avoid smoking in entry / stair areas as this may trigger the smoke detector system which will unnecessarily disturb other residents.

Please note that ALL common property has been designated as a NON-SMOKING area.

10. Car Parking

Parking is restricted to your own parking lot/s. Please do not park in another resident’s lot. Although you may stop in the driveway for short periods of time, such as to unload bulky items from your car or to swap over vehicles from your stacker, please be considerate of other residents by not parking in the driveway for more than a few minutes. Parking in the driveway may inconvenience other residents by preventing them from getting into or out of the complex and/or may cause an accident.

The Owners Corporation is not responsible for any damage sustained to the residents’ vehicles while entering or leaving the car park, or the theft of any vehicle or bicycle while parked in the garage or resident parking spaces.

11. Vehicle washing

There are no car washing facilities on site and washing of cars inside the car park is not permitted as damage may occur to the stackers and there are no drainage/sewer points to collect water run-off.

12. Natural Gas Connection

All tower apartments at 21 Moreland Street share a communal natural gas connection which is paid by Owners Corporation No. 2. As such there is no need to arrange your own gas connection.

All other apartments do not have gas connected.

13. Internet / Telephone Connection

New Internet / Telephone Connections

The building has been provisioned with NBN Fibre to the Basement (FTTB).

For new connections, your internet service provider (ISP) may require access to the telecommunications infrastructure.

Please provide the Owners Corporation Manager with at least 24 hours notice (preferably by email ocmanager@re-kon.com.au or telephone) of your connection date to arrange access for your telephone company installer.

The mainframe is located in the service cupboard under the main entrance stairs of 31 Moreland Street.

14. Water Meters

The water meters for all apartments with the exception of the tower are located in the services cupboard under the main entrance staircase of 31 Moreland Street or the services cupboard adjacent to the intermediate staircase that services levels 1, 2 and 3 at 31 Moreland St.

Water meters for the tower apartments are located at each level in the cupboard next to the southern lift.

15. Electricity Meters

31 Moreland Street, Swallow Lane & Saltriver Place

As per water meters above.

21 Moreland Street

Are located in the electricity metering cabinets adjacent to the lifts at B1

16. Television Reception

- **Free to Air**

All buildings in the complex are fitted with central antennae systems for free to air television. Pursuant to town planning permit conditions additional external antennae are not permitted to be installed.

- **Foxtel**

For apartments in Swallow Lane, 3-5 Saltriver Place and 31 Moreland Street Foxtel is provided by a central distribution satellite system. The main distribution system is located in the services cupboard located adjacent to the intermediate staircase that services levels 1, 2 and 3.

For 21 Moreland Street the main distribution system is located in the services cupboard at levels 2 & 4.

17. Newspaper Delivery

You will need to make arrangements with the local Newsagency for home delivery of newspapers and should be collected from the driveway as soon as practicable. The Yarraville Newsagency is responsible for deliveries to Saltriver Place.

18. Animals / Pets

Residents' pets are only permitted to be kept inside an apartment. Residents must ensure their pets are controlled at all times whilst on or in common areas. If any animal creates any mess in any of the common areas (including the car parks, driveways, corridors, stairways, lifts or entry areas) it must be cleaned up thoroughly and the area deodorized or washed down immediately by the pet's owner or supervisor. Any mess created by pets on surrounding nature strips or park land should also be picked up and disposed of in the rubbish.

If any animal is causing a nuisance it will result in the Owners Corporation issuing a caution to the owner and if the problem continues, the Owners Corporation will order the immediate removal of the animal. With the above in mind it is in your interest to demonstrate the utmost consideration to neighbours at all times.

Cat and dog litter must be double bagged and, tied securely before being placed in the rubbish bins.

All pets must be taken in and out of the building through one of the car park levels.

Residents of 21 Moreland Street are to take pets down to the car park levels of B1 & B2 (whichever level they have access) and exit to the street accompanied by their pets through that level.

Residents of 31 Moreland Street are to use the two doors out of the lower level corridor to access the B1 car park. Taking pets through the corridor at 5 Saltriver Place is not permitted.

19. Visitors

When a visitor arrives they must call your apartment using the intercom system. When satisfied as to the identity of the visitor, press the unlock button on your intercom to unlock the entry door.

21 Moreland Street apartments need to give access to the lift by pressing the button adjacent to the intercom unit.

20. Bicycles, skateboards etc.

The riding of skateboards, roller blades or similar is not permitted on common areas. Bicycles may be stored in your garage, parking space, storage cage or bike rack and not in stairwells, balconies or any other common area.

21. Ball Games etc

Ball games, rollerblading or skateboarding is not permitted on common property including the driveway. Riding of bikes is also prohibited as it may lead to insurance claims against the Owners Corporation. The speed limit is sign posted at 10 km per hour.

22. Security

Saltriver Apartments incorporates all of the latest security systems for residential apartment complexes.

The key features of our security system are:

- Deadlock/mortice locks to apartment entries
- Key operated deadlocks for all sliding glass doors (red dot indicates when door is deadlocked by key)
- Lockable window winders
- Security video intercom systems
- Proximity swipe pass access to entrances and lifts with access restricted to the resident's floor
- Four button remote controls to access car parks (Level B1 & B2 as appropriate)
- 24 hour security surveillance system with infra-red cameras, positioned strategically to monitor entry/exit points and key locations throughout the complex .
- Security lighting systems which are automatically activated by photoelectric cells

For the safety and security of all residents, you should ensure that all pedestrian access gates remain closed at all times and that if you see any person who you do not recognise loitering outside or within the compound, that you ask who they are visiting.

23. Moving in and out

Residents are requested to take special care to ensure that that no damage occurs to common property during the move in or move out process. In addition, residents should ensure the move in or move out process is organised to cause minimal disruption to other residents and in particular the parking of removalist vehicles should ensure that traffic can still pass on the driveway.

The Owners Corporation Rules require residents to provide at least 48 hours notice to the Owners Corporation Manager before moving in or out. All moves must be booked online at:

<http://re-kon.com.au/saltriver.html>

Permissible moving times are between 8.00am and 8.00pm Monday to Friday and 9.00am to 5.00pm on Saturdays. No moving is allowed on Sundays or public holidays.

In addition, residents moving in and out should ensure that waste is disposed of correctly, in particular:

- No rubbish should be left loose in the garbage enclosure
- Bins should not be overfilled (if necessary rubbish should be held and released into the bins over several weeks on Tuesday night)
- Hard rubbish should not be thrown into garbage receptacles. Residents must follow the procedure for hard rubbish collection (please visit the page on Waste Management for further information).
- Boxes should be flattened and disposed of in the recycling bin
- Polystyrene should not be disposed of in the recycling bin

If there are any questions in relation to the move or you require any assistance please contact the Owners Corporation Manager.

24. Waste Management

ALL rubbish is to be taken to the rubbish rooms at Levels B1 & B2 and placed in the appropriate rubbish bins. Under no circumstances is rubbish to be left on the ground.

Recyclable Waste

The blue and yellow recycle bins are for recyclable glass, plastic, cardboard, newspaper and aluminium cans only. Instructions on what constitutes recyclable waste are on the actual bins themselves. ***Please note that broken glass of any kind including crockery and drinking glasses do not constitute recyclable waste*** and all waste of this kind should be securely wrapped and placed in the ordinary waste green bins.

All boxes are to be flattened and placed into the recycle bins.

For further information, Maribyrnong Council Recycling Guidelines are displayed in the bin room.



General Household Rubbish

The green rubbish bins are only to be used for general household rubbish and non-recyclable waste. All items that are placed in the rubbish bins must be bagged and tied. No rubbish should be left outside of the rubbish bins. No hard waste should be disposed of in the rubbish bins.

Hardwaste Collection Service

There is NO hard waste collection from this building.

Residents must make their own arrangements for disposal of hard waste. Anyone identified dumping hard waste will be invoiced for the disposal charge as well as administration charges.

25. Appliances

KITCHEN APPLIANCES

Each kitchen is fitted with quality Blanco stainless steel appliances. For your convenience, copies of the product manuals are available for download from the Saltriver Apartment Resident's Website.

AIR-CONDITIONER

The manual for all air conditioners that were originally installed in the apartments are available for download from the Saltriver Apartments Resident's website.

26. Emergency evacuation plan

Emergency Numbers:

- Police 000
- Fire (MFB) 000
- Ambulance 000

1. The Plan

This plan describes Saltriver Apartments and its immediate surrounds.

An emergency is defined as any actual or imminent event which in any way endangers or threatens to endanger the safety or health of any person at Saltriver Apartments or which destroys or threatens to destroy any property within the building and which may have legal implications.

An emergency could include:

- Fire
- Fatality
- Serious injury / assault
- Domestic dispute
- Car accident in the residential car park
- Firearms / weapons incident

This plan is intended to be flexible and covers minor emergencies, which may be managed by the residents, to major emergencies, which will be managed by emergency services.

After any emergency a written report is to be forwarded to Owners Corporation Manager.

2. Identifying the Risks

The risks are those associated with high-density living. All residents should be alert and aware of the importance of advising the relevant authorities, such as the police, of any concerns or suspicious activities.

There are fire hoses and fire hydrants located in the building and these are clearly marked.

3. Emergency Coordination

Each apartment is fitted with individual mains powered (with battery backup) smoke detectors. In addition, there are smoke detectors in the entry area outside the front door of each apartment. For safety reasons these smoke detectors are linked so that the activation of one detector activates the siren in all other detectors (in order to warn all residents of a fire).

When you hear the smoke detector tone, it indicates that you should prepare yourself for evacuation.

When evacuating the building, residents should evacuate as quickly and as orderly as possible to the assembly area located at a safe distance (20 metres) from the complex on Saltriver Place.

A person with a disability should be guided to a safe holding area with a responsible person remaining with them.

4. Post Emergency

Residents should report damage to Owners Corporation Manager.

The Owners Corporation Manager will arrange for the smoke detector system to be examined and tested if necessary.

The Owners Corporation Manager will take appropriate action to have repairs undertaken.

5. Standard Fire Orders

- Assist any person in immediate danger – only if safe to do so.
- Close door of room or apartment in which fire is contained.
- Call the Fire Brigade on 000
- Turn off any gas or electrical appliances.
- Fight the fire only if safe to do so.
- You can enter the fire escapes on any level. Ensure the doors are closed behind you.
- Do not attempt to carry any personal belongings with you when evacuating.
- You should not re-enter any apartment once the evacuation is in progress.
- If you cannot safely exit your apartment due to fire, return to your apartment and wait on your balcony for assistance.
- When evacuating the building, residents should evacuate as quickly and as orderly as possible to the assembly area at a safe distance (20 metres) from the complex on Saltriver Place.
- Remain at assembly area and ensure everybody is accounted for.

Please be aware that the sprinklers and emergency break glass call points (located on the fire indicator panels in the lobbies of 21 & 31 Moreland Street) are connected to the fire brigade. However, the smoke detectors generate a local alarm only. As such, OC Committee members who are fire wardens will review any alarm activation to determine whether it is a false alarm from a smoke detector in which case it will be reset.

If you see smoke or fire please press a break glass call point or dial '000'. If you do not see any smoke or fire please do not unnecessarily dial '000' or press a break glass call point as charges apply for unnecessarily calling the fire brigade and those costs will be charged back to the person responsible.

27. Window Furnishings

Pursuant to Owners Corporation resolutions, window furnishings must be according to the following specification:

- **Window Furnishings: White or Off-white in colour**

The installer that you select will have to be advised by you that it is his responsibility to ensure that proper fixing points are located and that the blind is installed in a secure manner without damaging either the aluminium window frame or the ceiling.

28. Bicycle Racks

Residents who would like to install a bicycle rack are able to do so, on the concrete wall in front of their parking space or where there is no concrete wall available, then the concrete ceiling above their car parking space. Bicycle racks cannot be installed on the metal louvre, colorbond or perforated metal exterior walls.

As the walls and ceiling comprise Owners Corporation property, the Owners Corporation has approved specific rack systems and ***an approved contractor to ensure the installation is performed in a safe and workmanlike manner***. The order form for the approved bike racks is available on the resident website.

Residents should be aware that the Owners Corporation Rules specifically prohibit the storage of bikes in any common areas or balconies.

29. Damage to Common Property

The Owners Corporation Manager has received reports from residents about an increasing number of scuff marks appearing in the corridors/stairwells. Please ensure that you do not cause damage to common property when moving personal items into and out of the complex.

Damage caused to the common property will result in an unnecessary maintenance expense for the Owners Corporation which will need to be recovered from Owners.

If you witness any damage please advise the Owners Corporation Manager so that appropriate action can be taken.

30. Access Passes

Additional/replacement access tokens and garage remotes are available for purchase from the OC Manager. Please refer to the resident website for the order form.

31. Gymnasium Pool & Sauna Facilities

INTRODUCTION

The Saltriver Place Gymnasium features:

- Fully tiled and heated lap pool
- Sauna
- Filtered and chilled water dispenser
- Separate Male & Female change rooms, toilets and shower facilities
- Extensive range of strength training equipment (free weights and various strength machines)
- Full complement of fitness training equipment (treadmills, bikes, cross trainer and rower)
- Music system and wall mounted LCD televisions with FM transmitters for sound



GENERAL RULES

- **All residents must complete induction prior to using facilities.**
- **Induction sessions are held fortnightly. Please visit the gym website for the schedule of induction dates at <http://theriverside.com.au/gym.html>**
- Operating hours are 6.00AM to 10.00PM daily.
- Usage of this facility is solely at your own risk and responsibility.
- Guests must be accompanied by a resident at all times (a limit of 2 guests applies)
- Children under 16 years must be under adult supervision at all times.
- To ensure a comfortable atmosphere for everyone, please be courteous and respectful of others.
- During peak hours (or while others are waiting) limit your time on the treadmill, cycle, cross trainer, rower etc to 20-30 minutes.
- Please pick up all towels, water bottles etc.
- Please return all weights to weight trees after use.
- Wipe down each piece of equipment for the next user.
- Proper attire and footwear must be worn (no thongs or sandals or work wear).
- No food or beverages (except water).

ACCESS PASSES

- Residents must bring their photo ID access pass to each visit to the Facility.
- Residents must register their attendance by swiping their access card upon entry to the Facility.
- Residents can obtain a replacement card if original card is lost or stolen. All lost or stolen access cards will incur a \$55 administration fee.
- If an access card is faulty a replacement card will be issued at no cost to the member only upon the immediate return of the original faulty card.

SAUNA

- Press button to activate sauna for 2 hours – it is not recommended to use the sauna for this length of time in one sitting.

- If you feel faint, dizzy or unwell, discontinue use immediately.
- Seek medical advice before use if you have any pre-existing medical conditions.
- Please use a towel to sit on.
- If you would like to create steam, use the ladle to pour water on the rocks. Do not pour water directly from the bucket.
- When refilling the water bucket, use only tap water. **Do not use water from the swimming pool.**

POOL

- Residents must shower before using the pool
- No diving
- No running
- No bombing
- No smoking
- No glassware
- Children under 16 years must be under adult supervision at all times
- No lifeguard is on duty and the facility is not supervised. We recommend that you do not use the facility without somebody else present
- Pool depth 1.2 metres
- Please dry your feet before returning to the gym area

LOCKER USE

- Usage of lockers is at your own risk – no responsibility is taken for the loss of any possessions.
- Padlocks are not supplied – users must provide their own padlock.
- Lockers must be emptied at the conclusion of each visit.
- Any locker which remains locked overnight may have the lock cut off by the caretaker who will dispose of any contents.

Annexure 1 – Owners Corporation Rules

OWNERS CORPORATION RULES

OWNERS CORPORATION PLAN NO. PS627898Y - Stages 1 & 2

1 INTERPRETATION

1.1 In these rules:

- (a) "Caretaker" means the person employed by the Owners Corporation to manage the building;
- (b) "Building" means the buildings on the plan of subdivision;
- (c) "lot" means a lot on the plan of subdivision;
- (d) "Leisure Facilities" means the area set aside for the swimming pool, sauna, changing rooms and gymnasium situated in the building situate at 2-4 Saltriver Place Footscray permitted to be used by the proprietors or occupiers of a lot pursuant to a Licence granted to Coachall & Homehall and assigned to the Owners Corporation. The proprietors of a lot shall pay a fee for the use of the Leisure Facilities which shall be included in the Owners Corporation levies;
- (e) "Managing Agent" means the person or company for the time being appointed by the Owners Corporation as its Managing Agent and a reference in these rules to the Owners Corporation shall, where there is such a Managing Agent, be construed as a reference to that Managing Agent unless the context otherwise requires;
- (f) "Proximity Card" means a key, magnetic card or other device used to open and close doors, gates or locks in respect of a lot or the common property;
- (g) "Plan of Subdivision" means plan of subdivision PS627898Y.

1.2 Unless the context otherwise requires:

- (a) headings are for convenience only;
- (b) singular includes the plural and vice versa;
- (c) reference to a person includes any company, partnership, joint venture, association or other Owners Corporation and any governmental authority;
- (d) reference to a thing includes part of that thing; and "including" and similar expressions are not words of limitation;
- (e) The obligations and restrictions in these rules shall be read subject to the rights, grants or privileges that may be given to any person or persons by the Owners Corporation from time to time and to the extent of any inconsistency, any such rights, grants or privileges, prevail over these rules in respect of the person or persons to whom they are given. Without limiting the foregoing, these rules shall be read subject to the rights of Coachall Pty Ltd (ACN 117 041 933) and Homehall Pty Ltd (ACN 117 042 038) ("Coachall & Homehall") and its related companies and their respective consultants, employees and agents to conduct marketing activities on the common property until all of the lots on the plan of subdivision are sold, including:
 - (i) allowing invitees to have access to the common property in the company of a representative of Coachall & Homehall;

- (ii) placing and maintaining sale signs, insignia and other fixtures and fittings for marketing purposes on the common property.

2 SUPPORT AND PROVISION OF SERVICES

- 2.1 Except for the purposes of maintenance and renewal and with the written consent of the Owners Corporation, a proprietor or occupier of a lot must not do anything or permit anything to be done on or in relation to that lot or the common property so that:
 - (a) any support or shelter provided by that lot or the common property for any other lot or the common property is interfered with;
 - (b) the structural and functional integrity of any part of the common property is impaired; or
 - (c) the passage or provision of services through the lot or the common property is interfered with.
- 2.2 A proprietor or occupier of a lot must not install in that lot a safe or other item of greater mass than 100 kg when full or producing a floor loading of greater than 150 kg per square metre when full without the written consent of the Owners Corporation.

3 BEHAVIOUR BY PROPRIETORS AND OCCUPIERS

- 3.1 A proprietor or occupier of a lot must not:
 - (a) create any noise or behave in a manner likely to interfere with the peaceful enjoyment of the proprietor or occupier of another lot or of any person lawfully using common property; or
 - (b) obstruct the lawful use of common property by any person; or
 - (c) without limiting the generality of the foregoing, use hammer drills, jack hammers or other power tools in the lot between the hours of 4pm to 9am on weekdays nor at any time on weekends or public holidays; or
 - (d) make or permit to be made noise from music or machinery which may be heard outside the owner's lot between the hours of midnight and 8:00am;
 - (e) make or permit to be made any undue noise in or about the common property or any lot affected by the Owners Corporation;
 - (f) install or operate any intruder alarm which emits an audible signal other than a single internal piezo siren which meets Australian standards (i.e. not to sound for more than three (3) minutes and at approved decibel levels) without the approval of the Owners Corporation; or
 - (g) allow any intruder alarm to cause nuisance by emitting frequent false alarms.
- 3.2 A proprietor or occupier of a lot when on common property (or on any part of a lot so as to be visible from another lot or from common property) must be adequately clothed and must not use language or behave in a manner likely to cause offence or embarrassment to the proprietor or occupier of another lot or to any person lawfully using common property.
- 3.3 A proprietor or occupier of a lot must not smoke nor allow persons under his or her control to smoke in those parts of the common property as the Owners Corporation or its Managing Agent may designate as non-smoking areas from time to time.

- 3.4 A proprietor or occupier of a lot must not dispose or permit disposal of cigarette butts, cigarette ash or any other materials on to common property.
- 3.5 A proprietor or occupier of a lot must not use or permit persons under his or her control to use on the common property, skateboards, roller skates or roller blades.
- 3.6 A proprietor or occupier of a lot must not use the common property or permit the common property to be used in such a manner as to unreasonably interfere with or prevent its use by other members or occupants of lots or their families or visitors.

4 CLEANING OF A LOT

- 4.1 A proprietor or occupier of a lot must keep that lot clean and in good repair.
- 4.2 A proprietor or occupier of a lot must ensure its car parking space(s) and nearby common property are free of oil and like substances. If the Owners Corporation determines that a proprietor or occupier has caused any part of the common property to become stained by oil, petrol or a like substance near a proprietor's or occupier's car parking space(s) the Owners Corporation may give fourteen days notice to the proprietor or occupier to clean such part of the common property and if the proprietor or occupier fails to comply with such notice the Owners Corporation may carry out such cleaning and recover the cost from the proprietor.

5 DAMAGE TO COMMON PROPERTY

- 5.1 A proprietor or occupier of a lot shall not mark, paint or the like, or otherwise damage or deface, any structure that forms part of the common property.
- 5.2 A proprietor or occupier must not breach the fire regulations by installing unapproved dead locks or peep holes that would void the Owners Corporation insurance policy.

6 MOVING OF CERTAIN ARTICLES

- 6.1 A proprietor or occupier of a lot must not move any article of furniture or any other article likely to cause damage or obstruction through common property without first notifying the Owners Corporation in sufficient time to enable a representative of the Owners Corporation to be present.
- 6.2 A proprietor or occupier of a lot may only move an article of furniture or any other article likely to cause damage or obstruction through common property in accordance with directions of the Owners Corporation.
- 6.3 Prior to moving any article of furniture or any other article likely to cause damage or destruction, a representative of the Owners Corporation and the proprietor or occupier of the lot will inspect the common property through which such article is to be moved to establish its state of repair. The proprietor or occupier of the lot will be liable for any damage caused to the common property arising from the movement of the article.

7 INTERFERENCE WITH COMMON PROPERTY

- 7.1 A proprietor or occupier of a lot must not, without the prior written consent of the Owners Corporation, remove any article from the common property placed there by direction or authority of the Owners Corporation and must only use those articles for their intended use.

- 7.2 A proprietor or occupier of a lot must not, without the written authority of the Owners Corporation or its Managing Agent, interfere with the operation of any plant and equipment owned by the Owners Corporation installed on the common property.
- 7.3 A proprietor or occupier of a lot must not modify any air conditioning, heating or ventilation system or associated ducting servicing that lot without the prior written consent of the Owners Corporation.
- 7.4 A proprietor or occupier of a lot must not install nor permit the installation of covering to any storage areas forming part of the lot other than as permitted by the Owners Corporation.
- 7.5 A proprietor or occupier of a lot must not modify any intercom, television aerial or communication system servicing that lot (excluding telephone connections) without the prior written consent of the Owners Corporation.

8 SECURITY OF COMMON PROPERTY

A proprietor or occupier of a lot must not do anything which may prejudice the security or safety of the common property.

9 NOTIFICATION OF DEFECTS

A proprietor or occupier of a lot must promptly notify the Owners Corporation or its Managing Agent on becoming aware of any damage to or defect in the common property or any personal property vested in the Owners Corporation.

10 COMPENSATION TO OWNERS CORPORATION

The proprietor or occupier of a lot shall compensate the Owners Corporation in respect of any damage to the common property or personal property vested in the Owners Corporation caused by that proprietor or occupier or their respective tenants, licensees or invitees.

11 RESTRICTED USE OF COMMON PROPERTY FOR FIRE CONTROL

- 11.1 The Owners Corporation may take measures to ensure the security and to preserve the safety of the common property and the lots affected by the Owners Corporation from fire or other hazards including:
- (a) closing off any part of the common property not required for access to a lot on either a temporary or permanent basis or otherwise restricting the access to or use by proprietors or occupiers of any part of the common property;
 - (b) permitting, to the exclusion of proprietors and occupiers, any designated part of common property to be used by any security person as a means of monitoring security and general safety of the lots, either solely or in conjunction with other lots;
 - (c) restricting by means of a Proximity Card the access of the proprietors or occupiers of one level of the lots to any other level of the lots.

12 PROXIMITY CARDS

- 12.1 The Owners Corporation may charge a reasonable fee for any additional or replacement Proximity Card required by a proprietor
- 12.2 The Owners Corporation may cancel any Proximity Card issued where a proprietor or occupier is in arrears in payment of Owners Corporation levies in excess of two (2) quarters.
- 12.3 A proprietor of a lot must exercise a high degree of caution and responsibility in making a Proximity Card available for use by any occupier of a lot and must use all reasonable endeavours including an appropriate stipulation in any lease or licence of a lot to the occupier to ensure the return of the Proximity Card to the proprietor or the Owners Corporation.
- 12.4 A proprietor or occupier of a lot in possession of a Proximity Card must not without the written consent of the Owners Corporation duplicate the Proximity Card or permit it to be duplicated and must take all reasonable precautions to ensure that the Proximity Card is not lost or handed to any person other than another proprietor or occupier and is not disposed of other than by returning it to the Owners Corporation.
- 12.5 A proprietor or occupier of a lot must promptly notify the Owners Corporation if a Proximity Card is lost or destroyed

13 GARBAGE

- 13.1 A proprietor or occupier of a lot must not deposit or throw garbage onto the common property except into a receptacle or area specifically provided for that purpose.
- 13.2 A proprietor or occupier of a lot must dispose of garbage in the manner specified by the Owners Corporation from time to time but otherwise:
 - (a) glass items must be completely drained, cleaned and deposited in unbroken condition in the area designated for such items by the Owners Corporation;
 - (b) recyclable items, must be stored in the area designated for the items by the Owners Corporation;
 - (c) all other garbage must be drained and securely wrapped in small parcels deposited in either the garbage skips or the garbage chute (where one is provided) situated on the common property,
 - (d) all cardboard boxes and packaging must be broken down and neatly placed in the proper receptacle in the garbage area;
- 13.3 non household rubbish collections must be arranged directly with the Municipal Authority as part of their hard waste collections by telephoning the City of Maribyrnong hard waste collection line on 9688 0544.
- 13.4 Proprietors and occupiers of lots acknowledge that the Owners Corporation is required to implement a waste management plan for the Building and the common property and will comply with such waste management plan as required from time to time by the Owners Corporation.

14 STORAGE OF FLAMMABLE LIQUIDS

A proprietor or occupier of a lot must not:

- (a) except with the written consent of the Owners Corporation, use or store on the lot or common property any flammable chemical, liquid, gas or other flammable material other than chemicals, liquids, gases or other material used or intended to be used for domestic purposes or in the fuel tank of a motor vehicle; or
- (b) do or permit anything which may invalidate or suspend any insurance policy effected by the Owners Corporation or cause any premium to be increased without the prior written consent of the Owners Corporation.

15 PETS AND ANIMALS

- 15.1 A proprietor or occupier of a lot may keep an animal in his or her lot and may allow that animal access to the common property but must not keep any animal overnight in any courtyard or on any balcony or terrace.
- 15.2 A proprietor or occupier of a lot must not keep any animal upon a lot or the common property after being given notice by the Owners Corporation to remove the animal after the Owners Corporation has resolved that the animal is causing a nuisance.
- 15.3 A proprietor or occupier of a lot must ensure that any animal in his or her control does not urinate or defecate on common areas including internal court yards.
- 15.4 A proprietor or occupier of a lot must ensure that any animal in his or her control is kept on a lead, carried or in a cage while on common property.

16 CONSENT OF OWNERS CORPORATION

A consent given by the Owners Corporation under these rules will, if practicable, be revocable and may be given subject to conditions including, a condition evidenced by a minute of a resolution that the proprietor or occupier for the time being of the lot to which the consent or approval relates is responsible for compliance with the terms of the consent.

17 COMPLAINTS AND APPLICATIONS

Any complaint or application to the Owners Corporation must be addressed in writing to the Managing Agent, or where there is no Managing Agent, the secretary of the Owners Corporation.

18 VEHICLES ON COMMON PROPERTY

- 18.1 A proprietor or occupier of a lot must not park or leave a vehicle or permit a vehicle to be parked or left on common property so as to obstruct a driveway or entrance to a lot or in any place other than in a parking area specified for such purposes by the Owners Corporation;
- 18.2 A proprietor or occupier of a lot must observe any parking directions given orally or published by the Owners Corporation Manager from time to time in respect of parking.
- 18.3 A proprietor or occupier of a lot must not park or permit to be parked any vehicle or motor cycle other than within parking spaces (such vehicles or motor cycles must not protrude beyond the line markings of the car parking space) designated by the Owners Corporation and the Owners Corporation reserves the right to remove offending vehicle or motor cycle.

19.1 The following Rules shall apply to the car parking spaces forming part of Lots 1-5 (also known as Units 9-13 Swallow Lane) : "the car park area":

- (a) The car park area may only be used for parking a vehicle or motor cycle;
- (b) No structure or enclosure is permitted to be constructed within the car park area except as set out in Rule 19.1(c);
- (c) A proprietor may apply to the Owners Corporation for approval to erect a structure to enclose the car park area on the following basis:
 - (i) A design for the structure must be firstly submitted to the Owners Corporation for approval in principle of the design;
 - (ii) Any design must allow for a uniform structure that will enclose the car park area for all of Lots 1 – 5;
 - (iii) A proprietor must not apply for a permit from any responsible authority to construct any structure on the car park area prior to obtaining an approval in principle from the Owners Corporation; and
 - (iv) A proprietor must submit to the Owners Corporation for final approval prior to commencing construction the following details:
 - (A) Copy of full design and construction drawings;
 - (B) Copy of all planning and building permits required for the construction of the proposed structure; and
 - (C) Details of the contractors that will be undertaking the works such contractor to hold adequate contractors all risk insurance.

19.2 The following Rule applies to the car park areas that may be fitted with car stackers:

- (a) Only those Lots containing a car stacker as part of the original contract of sale with the developer (Coachall Pty Ltd and Homehall Pty Ltd) are given approval by the Owners Corporation to install a car stacker in the car park area. In accordance with the plan of subdivision, the height boundary of the car park area exists at 2,100mm above the floor level. A vehicle that is parked on the upper level of the car stacker will extend above the Lot boundary and into Common Property. The Owners Corporation shall provide each of the proprietors of the designated Lots with a licence to use that part of the Common Property by way of the car stacker and to connect the car stacker to the common property metered power supply strictly on the following basis:
 - (i) The proprietor or occupier must at all times operate the car stacker in a safe manner;
 - (ii) The proprietor or occupier must not operate the car stacker or block the Common Property in a way that will unduly interfere with the access for other proprietors or occupiers to the Common Property or other car park areas;
 - (iii) The proprietor or occupier agrees to reimburse the Owners Corporation for the cost of a maintenance contract entered into by the Owners Corporation with its approved contractor for the maintenance of the car stacker which includes a bi-annual service and safety check;
 - (iv) The proprietor or occupier agrees to reimburse the Owners Corporation for any other maintenance costs including capital repairs performed to the car stacker

which are in the opinion of the Owners Corporation Manager required to maintain the car stacker in safe working order; and

- (b) The Owners Corporation may cancel the licence to use the Common Property and disconnect the car stacker from the common metered power supply if there is a breach of Rules 19.2(a)(i) to 19.2(a)(iv) which is not remedied within 14 days of written notice being given to the proprietor or occupier by the Owners Corporation.

20 PROHIBITION ON STORAGE ON CAR PARKING SPACES

- 20.1 A proprietor or occupier must not use the car parking spaces for any purpose other than for the purposes of parking motor vehicles, motor cycles or bicycles and the car parking spaces are not permitted to be used for the storage of any other goods or chattels which may only be stored in any properly constructed storage enclosure provided for this purpose as referred to in Rule 35.

21 STORAGE OF BICYCLES

A proprietor or occupier of a lot must not:

- (a) permit any bicycle to be stored in areas of the common property other than areas designated by the Owners Corporation or its Managing Agent for such purpose and fitted with bicycle racks; and
- (b) permit any bicycle to be brought into a lot or the foyer, stairwells, hallways, garden areas, walkways, balconies or other parts of the common property as may be designated as non-bicycle areas by the Owners Corporation or its Managing Agent from time to time.

22 FIRE CONTROL

- 22.1 A proprietor or occupier of a lot must not use or interfere with any fire safety equipment except in the case of an emergency and must not obstruct any fire stairs or fire escape.
- 22.2 A proprietor or occupier of a lot must ensure compliance with fire laws in respect of the lot.
- 22.3 A proprietor or occupier of a lot must ensure that all smoke detectors installed in the lot are properly maintained and tested monthly and that back up batteries relating to the smoke detectors are replaced whenever necessary.

23 SIGNS AND BLINDS

- (a) A proprietor or occupier of a lot must not erect or affix any sign or notice on or to the exterior of that lot or any part of the common property, except as required by law.
- (b) A proprietor or occupier of a lot must not install or permit the installation of any awnings to the exterior of any lot or any part of the common property other than as permitted by the Owners Corporation.
- (c) A proprietor or occupier of a lot must not install or permit the installation of any window furnishings to the interior of any windows other than in accordance with the specifications approved by the Owners Corporation at the first meeting of the Owners Corporation.

24.1 A proprietor or occupier of a lot must not:

- (a) without prior written consent of the Owners Corporation maintain inside the lot anything visible from outside the lot that when viewed from outside the lot is not in keeping with the rest of the building;
- (b) install bars, screens or grilles or other safety devices to the exterior of any windows or doors of a lot without the prior written consent of the Owners Corporation;
- (c) without the prior written consent of the Owners Corporation attach to or hang from the exterior of the lot any aerial or any security device or wires;
- (d) allow any glazed portions of the lot or the common property that surrounds the lot to be tinted or otherwise treated with the intention to change the visual characteristics of the glazing.

24.2 A proprietor or occupier of a lot must not install any equipment or apparatus of any kind (including, any clothesline, blind, light fitting, sail or similar semi permanent cover or canopy, awning, air conditioning unit, antenna or satellite dish) which:

- (a) extends outside the boundaries of a lot;
- (b) is located on any balcony;
- (c) protrudes from any building or any balcony forming part of a lot;
- (d) is attached in any way to an external wall;

without first obtaining the written consent of the Owners Corporation.

24.3 Without limiting rule 24.2 a proprietor or occupier must not affix a satellite dish or other antennae to any part of the common property or any lot.

24.4 Without limiting rule 24.2 a proprietor or occupier may not grow any creeping plant on or near an external wall of a lot or any common property.

24.5 Without limiting rule 24.2 a proprietor or occupier must ensure that clotheslines are not erected on any structure visible from any street including on the terrace or balcony areas of any lot.

24.6 A proprietor or occupier must ensure that the terrace and balcony areas of any lot are not used as storage areas or contain any structures not normally associated with use of those areas as a terrace or balcony.

24.7 A proprietor or occupier must not remove or alter any paving, tiling or concrete on any terrace or courtyard.

24.8 A proprietor or occupier must not alter, remove, extend or replace any privacy screen, courtyard fence or balustrade (including installing any additional screens or raising the height of any screen or balustrade) from that which was originally installed on any balcony or courtyard as at the date that a Certificate of Occupancy for the lot was issued.

24.9 A proprietor or occupier of a lot with a balcony must not install or keep plants or shrubs on a balcony which together with any pot planter or pot holder exceeds a height of more than one (1) metre measured from the floor of the balcony which plants or shrubs obstruct the views from any adjoining balconies.

25 PAINTING, FINISHING, ETC

A proprietor or occupier of a lot must not paint, finish or otherwise alter the external facade of any building or improvement forming part of the common property.

26 CLOTHES DRYING

- 26.1 A proprietor or occupier of a lot must not place or have any washing towel, bedding clothing or other article on the common property or any part of the lot which is visible from the exterior of the building.
- 26.2 A proprietor or occupier of a lot must not place, display or hang any chattel or item (including, any item of clothing or any wind chimes) on or from a balcony or terrace forming part of the common property.

27 COMPLIANCE WITH RULES BY INVITEES

A proprietor or occupier of a lot must take all reasonable steps to ensure that invitees of the proprietor or occupier comply with these rules.

28 COMPLIANCE WITH LAWS

- 28.1 A proprietor or occupier of a lot must at the proprietor's or occupier's own expense promptly comply with all laws relating to the lot including, any requirements, notices and orders of any governmental authority.
- 28.2 A proprietor or occupier of a lot must not use or permit a lot affected by the Owners Corporation to be used for any purpose which may be illegal or injurious to the reputation of the development or may cause a nuisance or hazard to any other member or occupier of any lot or the families or visitors of any such member or occupier.

29 INTERFERENCE WITH EXCLUSIVE AND SPECIAL RIGHTS

A proprietor or occupier of a lot must not use any parts of the common property in respect of which exclusive use and enjoyment rights may be given or granted by the Owners Corporation from time to time.

30 BUILDING WORKS

- 30.1 The proprietor or occupier of a lot must not undertake any building works within or about or relating to a Owners Corporation member's lot unless:
- (a) all requisite permits, approvals and consent under all relevant laws have been obtained and copies of them have been given to the secretary of the Owners Corporation; and
 - (b) such works are undertaken strictly in accordance with those permits approvals and consents referred to in paragraph (a); and
 - (c) such works are undertaken with a minimum of nuisance, annoyance, disturbance and inconvenience to other occupiers of lots.

- 30.2 The proprietor or occupier of a lot must not proceed with any such works until the proprietor or occupier:
- (a) submits to the Owners Corporation plans and specifications of any works proposed by the proprietor or occupier which affect the external appearance of the building or any of the common property or which affect the building structure or services or the fire or acoustic ratings or water penetration i.e. balconies, of any component of the building;
 - (b) supplies to the Owners Corporation such further particulars of those proposed works as the Owners Corporation may request and as shall be reasonable to enable the Owners Corporation to be reasonably satisfied that those proposed works accord with the reasonable aesthetic and orderly development of the total building and do not endanger the building and are compatible with the overall services to the building and the individual floors;
 - (c) receives written approval for those works from the Owners Corporation, which approval must not to be unreasonably withheld, but which approval may be given subject to the condition that the reasonable costs of the Owners Corporation giving such approval must be paid by the proprietor or occupier; and
 - (d) pays the costs referred to in Rule 30.2(c) to the Owners Corporation.
- 30.3 The proprietor or occupier of a lot must ensure that the proprietor or occupier and the proprietor or occupier's servants agents and contractors undertaking such works comply with the proper and reasonable directions of the Owners Corporation concerning the method of building operations, means of access, use of common areas and on-site management and building protection, and hours of work and that such servants agents and contractors are supervised in the carrying out of such works so as to minimise any damage to or dirtying of the common property and the services therein.
- 30.4 The proprietor or occupier of a lot must ensure that the proprietor or occupier and the proprietor or occupier's servants, agents and contractors undertaking such works observe the following restrictions in respect of the works:
- (a) building materials must not be stacked or stored in the front side or rear of the building;
 - (b) scaffolding must not be erected on the common property or the exterior of the building;
 - (c) construction work times must comply with the local laws of the City of Maribyrnong
 - (d) the exterior and common property of the building must at all times be maintained in a clean tidy and safe state; and
 - (e) construction vehicles and construction workers' vehicles must not be brought into or parked in the common property.
- 30.5 A proprietor is not permitted to make (or allow to be made) any alterations to any lot that may affect the acoustic or fire rating of the separation between any lots or any lot and the common property. In the event that a proprietor proposes to change the material used for floor coverings in any part of a lot full details of the proposed changes together with an acoustic engineer's report certifying that the proposed changes comply with the Building Code of Australia must be submitted to the Owners Corporation for approval prior to any changes being effected and the changes cannot proceed without the prior written approval of the Owners Corporation.
- 30.6 Before any of the proprietor or occupier's works commence the proprietor or occupier must cause to be effected (and maintained during the period of the building works) a contractor's all risk insurance policy to the satisfaction of the Owners Corporation; and deliver a copy of the policy and certificate of currency in respect of the policy to the Owners Corporation.

- 30.7 Access shall not be available to other lots on the plan or common property on the plan for the installation and maintenance of services and associated building works without the consent or licence of the owner of the relevant lot or of the Owners Corporation in the case of common property.
- 30.8 The proprietor or occupier of a lot shall immediately make good all damage to and dirtying of the building, the common property or the services or therein which are caused by such works and, if the proprietor or occupier fails to immediately do so, the Owners Corporation may (in its absolute discretion) make good the damage and dirtying and in that event the proprietor or occupier shall indemnify and keep indemnified the Owners Corporation against any costs or liabilities incurred by the Owners Corporation in so making good the damage or dirtying.
- 30.9 The proprietor or occupier of a lot must forthwith make good any damage resulting from such works or if the Owners Corporation elects to make good any such damage itself reimburse to the Owners Corporation the cost of making good any such damage.

31 SELLING AND LEASING

- 31.1 The proprietor or occupier of a lot must not without the prior written consent of the Owners Corporation affix or allow to be affixed any for sale or for lease boards on the common property or any lot.
- 31.2 The Owners Corporation in giving any consent under Rule 31.1 may stipulate the size and position of any such boards and is entitled also to stipulate the period during which such boards may remain in place including but not being limited to requiring such boards to be removed seven (7) days after the sale of the lot.

32 MOVING IN OR VACATING

- 32.1 Proprietors or occupiers intending to move furniture in or out of a lot must not:
- (a) do so without notifying the Caretaker at least 48 hours prior to the proposed move and without receiving approval from the Caretaker for the day and time of the proposed move; or
 - (b) do so on a Sunday or public holiday; or
 - (c) do so on a Saturday without paying the fee set by the Owners Corporation for the overtime attendance of the Caretaker.
- 32.2 Proprietors or occupiers moving furniture in or out at any time must not:
- (a) permit any carriers or tradespeople to commence operations prior to their making contact upon arrival with the Caretaker;
 - (b) permit any furniture or items to access or exit the building other than via the designated route;
 - (c) permit any vehicles to restrict access to the car park
 - (d) conduct operations so as to unduly restrict access of either proprietors or occupiers to the lobbies or restrict access to fire escapes;
 - (e) damage the common property.

- 32.3 The proprietor or occupier moving in or out of the building will be liable to the Owners Corporation for any damage caused to the property in doing so. If any amount to be paid by a proprietor or occupier moving in or out is not paid within 14 days of the date of moving (and that resident is not the proprietor of the lot), then the Owners Corporation may recover the amount owed from the proprietor of the lot.

33 NO TRADE OR BUSINESS

The proprietor or occupier of a lot must not use that lot or any part of the common property for any trade or business nor permit others to do so unless the lot has a direct doorway or direct access opening onto Saltriver Place or Moreland Street in which circumstance the lot may be used for the purposes of an office.

34 USE OF APPURTENANCES

The water closets, conveniences and other water apparatus including waste pipes and drains shall not be used for any purpose other than those for which they were constructed, and the sweeping of rubbish or other unsuitable substances into the said appurtenances is not permitted. Any costs or expenses resulting from rectifying any damage or blockage caused shall be borne by the proprietor or occupier.

35 STORAGE CAGES

- 35.1 A proprietor or occupier of a lot must not install a storage cage or alter an existing storage cage in any way without first obtaining the written consent of the Owners Corporation, which consent may be refused or granted on certain conditions by the Owners Corporation at its absolute discretion.
- 35.2 A proprietor or occupier of a lot must ensure that all objects in storage cages do not exceed the height of the sides of the storage cages.

36 NO TRADE OR BUSINESS

The proprietor or occupier of a lot must not use that lot or any part of the common property for any trade or business nor permit others to do so.

37 SHORT-TERM LEASE

A proprietor or occupier of a lot must not:

- (a) grant a lease, licence or other right to occupy that lot or any part of that lot for a period of less than three months, except where the occupier is overholding under the terms of a lease, licence or other right to occupy that had a term of at least three months; or
- (b) grant a lease, licence or other right to occupy any part of that lot which forms a car parking space independently of a lease, licence or right to occupy all of the relevant lot.

38 SIGNAGE & OTHER LICENCES

- 38.1 Notwithstanding anything else in these rules to the contrary, the Owners Corporation, in accordance with the powers and authorities conferred on it by or under the Owners Corporations Act 2006, has the power and authority to grant to Coachall & Homehall:
- (a) a licence to erect signs on the common property;
 - (b) a lease and licence for the provision of information technology infrastructure relating to broadband services to the building; and
 - (c) a license to pass over and use the common property for the purposes of carrying out surveying, engineering and construction works.
- 38.2 A proprietor or occupier of the lot must not hinder or impede any counterparty mentioned in rule 38.1 from exercising its rights under any agreement entered into under rule 38.1.

39 PENALTY INTEREST

The Owners Corporation will charge penalty interest of no more than 2% per annum less than the rate for the time being fixed under Section 2 of the Penalty Interest Rates Act 1993 on outstanding money.

40 RECOVERY OF THE OWNERS CORPORATION CONTRIBUTION FEES/LEGAL COSTS

A proprietor must pay on demand by the Owners Corporation all legal costs on a solicitor-own client basis which the Owners Corporation pays, incurs or expends in consequence of any default by the member in the performance or observance of any item, covenant or condition contained in these rules, including recovery of Owners Corporation contribution fees.

41 WIND

During periods of high winds and on departing a lot a proprietor or occupier must ensure that all doors and windows are tightly closed. To minimise the likelihood of risk and damage to surrounding people or property during periods of high winds, all loose items are to be removed from balconies.

42 COACHALL & HOMEHALL RIGHTS

- 42.1 Coachall & Homehall its mortgagees or chargees shall be and are by this rule, authorised by each and every Owners Corporation in the plan of subdivision to:
- (a) Notwithstanding the restrictions in Rule 3.1(c) use hammer drills, jack hammers or other power tools in any lot between the hours of 7.00 am to 6 pm on weekdays and Saturdays; and
 - (b) Erect such barriers, fences, hoardings, signs as it deems necessary to facilitate any works to be carried out in relation to the Development; and
 - (c) Take exclusive and sole possession of any parts of the Common Property as it may need to have exclusive possession of in order to carry out any works or activities in relation to the Development; and

- (d) Exclude all and any Members or Occupiers from any parts of the Common Property as may be necessary in order to carry out any works in relation to the Development; and
 - (e) Grant rights to use or access through or over the Common Property to third parties on such terms and conditions as Coachall & Homehall or its mortgagee or chargee thinks fit; and
 - (f) Use whatever rights of way and/or points of egress and ingress to the Development as necessary to carry out any works and to block for whatever periods are necessary any rights of way or points of egress and ingress to the Development in order to carry out any works.
- 42.2 The Owners Corporation will, within 7 days of being requested by Coachall & Homehall or its mortgagee or chargee, sign whatever consents authorities permits or other such documents as may be required to enable Coachall & Homehall or its mortgagee or chargee to complete the Development.
- 42.3 For the purposes of this rule 42 "Development" means the completion of construction of Stage 1 and the construction of Stage 2 on the Plan of Subdivision PS627898Y.

43 USE OF LEISURE FACILITIES

- 43.1 The following conditions apply to the use of the Leisure Facilities area which must be observed by the Proprietor or Occupier of a lot and persons under their control:
- (a) children under the age of 16 years may use the swimming pool and gymnasium only if supervised by an adult at all times;
 - (b) glass objects, drinking glasses and sharp objects are not permitted in the Leisure Facilities area;
 - (c) alcohol and food are not permitted in the Leisure Facilities area;
 - (d) the Leisure Facilities area is for use by owners and occupiers of lots and such other persons as may be authorised from time to time but no more than five persons per lot containing 2 bedrooms or more and no more than three persons per lot containing 1 bedroom during any 30 day period;
 - (e) smoking is not permitted in the Leisure Facilities area;
 - (f) for the hygiene of all users of the swimming pool persons must shower first;
 - (g) all users of the gymnasium must carry a towel at all times and wipe down equipment after use;
 - (h) jumping, diving, running, ball playing, noisy or hazardous activities are not permitted in the swimming pool area;
 - (i) spitting is not permitted in the swimming pool or swimming pool area;
 - (j) hours of use are 6:00 am to 10:00 pm;
 - (k) all users of the swimming pool area must dry off before leaving the area;
 - (l) footwear must be worn to and from the swimming pool area;

- (m) a Proprietor or Occupier of a lot and persons under their control must ensure that when in the swimming pool area appropriate attire is worn at all times. Nude bathing is prohibited and females must wear a bathing top in the pool and adjoining common areas;
- (n) all users of the swimming pool area do so at their own risk.
- (o) a proprietor or occupier of a lot must not breach nor permit persons under his or her control to breach these rules as stipulated.
- (p) Suitable footwear must be worn to and from the gymnasium and whilst in the gymnasium, socks and gym shoes are to be worn at all times;
- (q) Suitable clothing (excluding swimwear) is to be worn whilst in the gymnasium;
- (r) All users of the gymnasium do so at their own risk;
- (s) No music, other than that provided by the operator of the Leisure Facilities is allowed in the gymnasium.
- (t) A Proprietor or Occupier using the gymnasium must not breach nor permit persons under their control to breach these rules as stipulated.
- (u) All users of the gymnasium must be professionally inducted in relation to the use of the gymnasium equipment prior to being granted access to the gymnasium area and all users of the Leisure Facilities generally must attend an induction lecture and undertake to comply with the rules established for the Leisure Facilities in addition to the rules set out herein and specified from time to time by the manager of the Leisure Facilities.

43.2 The Owners Corporation reserves the right to grant licences to third parties (other than Proprietors or occupiers of the lots) for the use by those third parties of the Leisure Facilities for a fee as determined by the Owners Corporation based on the cost of maintaining the Leisure Facilities.