

## CONDOMINIUM RULES

### CARLETON CONDOMINIUM CORPORATION NO. 77

Resolutions Passed by the Directors at a Board of Directors meeting held on the 29th day of August 2006.

BE IT RESOLVED that the Corporation enact the following rules respecting the use of the common elements and units to promote the safety, security, or welfare of the owners and of the property, or to prevent unreasonable interference with the use and enjoyment of the common elements and of other units.

The following rules and regulations shall be observed by the owners and the term "owner" shall include the owner, his family, guests, agents, tenants or any other person occupying the unit with the owner's approval:

1. No sign, advertisement or notice shall be inscribed, painted, affixed or placed on any part of the inside or outside of the buildings or common elements whatsoever without the prior written consent of the Board, other than the usual signs for offering a unit for sale or rent with dimensions not exceeding .68 metres by 1 metre, or election signs with dimensions not exceeding .50 metres by .60 metre. Only one (1) such election sign may be placed in the unit's private-use area and must be placed so that the sign does not obstruct pedestrian traffic or grass-cutting / snow-removal work.
2. No owner shall do, or permit, anything to be done in his unit or bring or keep anything therein which will in any way increase the risk of fire or the rate of fire insurance on any building or on property kept therein, or obstruct or interfere with the rights of other owners, or in any way injure or annoy them or conflict with the laws relating to fire or with the regulations of the Fire Department or with any insurance policy carried by the Corporation or any owner or conflict with any of the rules and ordinances of the Board of Health or with any statute or municipal by-law.  
  
No stores of coal or any combustible or offensive goods, provisions or materials, except firewood properly and safely stacked within the unit, shall be kept on the property.
3. Nothing shall be placed on the outside of window sills or projections. No awning, shade or shutters shall be erected over or outside of the windows, doors, porch or patio, without the prior written consent of the Board. The unit owner may decorate, landscape, or erect a free-standing awning or gazebo within their private-use yard, with the prior written consent of the Board.
4. Water shall not be left running unless in actual use.
5. The owner shall not place, leave or permit to be placed or left in or upon the common elements including those of which he has the exclusive use, any debris, refuse or garbage, except in accordance with the instructions of the Board, and the owner must maintain strict sanitary conditions at all times.
6. Owners and tenants, their families, guests, visitors and servants shall not create or permit the creation of or continuation of any noise or nuisance which, in the opinion of the Board or the Manager, may or does disturb the comfort or quiet enjoyment of the property by other owners, their families, guests, visitors, servants and persons having business with them.
7. Nothing shall be thrown out of the windows of the buildings.
8. Owners shall not overload existing electrical circuits.
9. No auction sale shall be held on the property.
10. No noise, caused by any instrument or other device, or otherwise, that in the opinion of the Board may be calculated to disturb the comfort of the other owners, shall be permitted.
11. The sidewalks, entry, passageways, walkways and driveways used in common by the owners shall not be obstructed by any of the owners or used by them for any purpose other than for ingress and egress to and from their respective units or parking areas.
12. No television antenna, aerial, tower or similar structure and appurtenances thereto shall be erected on or fastened to any unit or on to any portion of the common elements, except by the Corporation in connection with a common television cable system, and no cable shall be strung on the outside of any unit.
13. No one shall harm, mutilate, destroy, alter or litter any of the landscaping work on the property, including grass, trees, shrubs, hedges, flowers or flower beds, and shall not place chairs, tables or other objects on the lawns so as to damage them or prevent their reasonable growth or to interfere with the cutting of the lawns from time to time.
14. Subject to Rule 19(c), no building or structure or tent shall be erected and no trailer either with or without living, sleeping or eating accommodations shall be placed, located, kept or maintained on the common elements.
15. The yards shall not be used for storage, except in accordance with the instructions of the Board, and each yard shall be kept clean by the unit owner having the right to use it.





16. No part of the common elements shall be used for the erection, placing or maintenance of incinerators, garbage disposal equipment, recreation or athletic equipment, fences or other barriers, hedges, gardens or other vegetation, or for the disposal of rubbish, garbage or waste.
17. Paragraph 12(b) of the Declaration states as follows:  
“No owner shall make any major structural change in or to his unit or any change to an installation upon the Common Elements or paint, stain, decorate or alter or repair any part of the Common Elements without the prior written consent thereto of the Board. Any such change shall, if approved by the Board, be made in accordance with the provisions of all relevant municipal and other governmental by-laws, rules, regulations, or ordinances, and in accordance with the conditions, if any, of such approval by the Board.”

For greater clarity, refer to the Permitted Modifications by-law.

Please be advised that the Board of Directors has adopted the following policies regarding the matters addressed by paragraph 12(b) of the Declaration:

- (a) Air Conditioners: Air conditioners must be of high quality to minimize noise disturbance to neighbours. Clear Plexiglas or clear glass must be used for installation of window air conditioners. External supports or brackets may not be screwed or nailed to the siding or window frames. Water-cooled air conditioning systems consume large quantities of water and are not permitted. Air conditioners are permitted only between April 1st and November 1st.
- (b) Storm/Screen Doors: The type and appearance are to be acceptable to the Board. Doors must be of good quality, at least 1-3/4" or 2" thick, metal, finished in white baked enamel. The design must be simple: proportions of approximately 2/3 glass to 1/3 metal are acceptable.
- (c) Fireplace and Internal Chimney Installations: Owners are permitted to construct gas or wood-burning fireplaces and chimneys within their unit and through the common element directly above their unit, provided they abide by the following conditions:
- (i) that the owners obtain, through a written request, permission of the Board of Directors to install a fireplace and chimney. The request must state the location of the fireplace, the name of the contractor who will perform the installation and who will provide the Board with a copy of the guarantee on the work performed;
  - (ii) that the owners comply with and obtain the consent of all relevant municipal authorities for the construction of the fireplace;
  - (iii) that the owners permit the inspection of the fireplace and chimney from time to time, by a representative of the Corporation;
  - (iv) that the owners comply with the conditions for the removal of the fireplace and chimney and the restoration of the common elements, or provide for the payment of all costs to the Corporation as a result of the installation, use or removal of the fireplace and chimney should it ever be deemed a hazard to the Corporation or for any reason the Board of Directors may invoke to justify such action;
  - (v) that the owners maintain and have regular inspections made of the fireplace and chimney to ensure its safe operation. The owners are responsible for the maintenance and cleaning of the fireplace and chimney;
  - (vi) that the owners comply with such other terms and conditions as the Board of Directors may from time to time determine.
- (d) Sealing of Driveways: Owners are permitted to coat their driveways with an asphalt sealer, if the following requirements are met:
- (i) if the owner's driveway adjoins his neighbour's, both driveways must be done at the same time and with the consent of both owners;
  - (ii) the driveway and entry path must be done;
  - (iii) conventional materials are to be used and the manufacturer's instructions must be followed;
  - (iv) the result must not be patch-work in appearance.
- The owner will be responsible for unsatisfactory results or damage caused.
- (e) Eavestroughing: Eavestroughing must be professionally installed and must comply with CCC#77 standards.
- (f) Landscaping/Planting: Owners who wish to enhance the areas around their homes are encouraged to do so, subject to the following:
- (i) flowers and ornamental shrubs may be planted and the Board encourages this practice in your exclusive use areas. For planting in common element areas, Board permission is required. In no case shall the height of plants exceed the height of fences;

(ii) since power mower operators cannot take responsibility for trimming the lawn adjacent to the flower gardens, owners must trim the lawn along their flower beds;

(iii) perennial ivy and other perennial climbing plants are not allowed;

(iv) in the event of abandonment, poor husbandry practices, disease or pest damage, the Board of Directors reserves the right to return the garden areas to their original state at the expense of the owner;

(v) hedges and fences - owners wishing to plant or move hedges or erect other barriers must approach the Board with a written proposal (including specifications) for approval. Additionally, fences must conform to City of Ottawa Fence By-law No. 2003-462 and CCC#77 standards governing their erection;

(vi) planting trees/large shrubs - owners wishing to plant large shrubs or trees must approach the Board with a written proposal (including layout) for approval. Certain trees (such as willows and poplars) will not be permitted and the placement of trees must leave sufficient distance from units to allow for further root and branch/leaf growth.

(g) Clotheslines: Lines are not to be attached to any house or fence. The folding wooden or metal type rack is acceptable. However, it must:

(i) be removed when not in use and

(ii) not be visible above the fenceline.

(h) Television or Communication Antennae and/or Wire Cables: These are completely prohibited, if visible on the exterior of the house.

(i) Political signs and Posters: Only one (1) such election sign may be placed in the unit's private-use area and must be placed so that the sign does not obstruct pedestrian traffic or grass-cutting / snow-removal work. The signs must not exceed .50 metres by .60 metre and must be removed immediately following the election.

(j) Gates: Owners may install gates subject to the specifications outlined below. The main purpose of this policy is to ensure a visual harmony in the community:

(i) all installations require prior Board approval before construction and/or placement (the Board may have a gate removed in any instance where damage is being caused to the existing fence or fence couplings);

(ii) upon installation, the owner assumes responsibility for the gate's maintenance and upkeep;

(iii) materials shall be of a quality equal to or better than the existing fencing;

(iv) the gate shall be similar in structure to existing gates and fences or as approved by the Board;

(v) the gate shall be stained the same colour as the existing fence.

(k) Exterior Attachments and/or Seasonal Decorating: Exterior attachments or seasonal decorations are allowed to be carefully installed on the exterior of your unit. However, they should be removed when not in use (i.e. Christmas decorations, planters, etc.).

(l) Garden Sheds: These are not to exceed the height of the fence line. Sheds will be constructed in a style, colour, material (and size) to match the adjoining fence (or unit exterior); they will be maintained in an acceptable state. A letter to include drawings showing the complete dimensions of proposed shed and the location of shed in relation to the unit and fence-lines of exclusive area is to be sent to the management firm as an application for approval.

(m) Painting/Staining: Painting or staining common elements (unit exteriors, fences, etc.) with other than the specified colours is prohibited. The "specified colours" are as approved by the Board of Directors from time to time.

18. Pets: All exercising and other airing of pets, outside the exclusive use area of the owner, will be done on a hand-held leash. If it is necessary for the animal to defecate on any common element or property of the Corporation, the owner (or custodian) will immediately gather up the droppings in any way he chooses and dispose of them within his own exclusive use area. Excessive barking or other noise made by the animal will be stopped by the owner by any effective way necessary. Dog runs are allowed only in the owner's exclusive use area and will not be visible above the fence. They must be maintained in an inoffensive manner.

1. Whereas the Animal Control By-Law of the City of Ottawa empowers a municipality to pass by-laws for regulating the keeping of animals and other related matters:

Pound Redemption Fee	\$45.00
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(Above fees subject to change from time to time without notice.)





2. (a) No owner shall permit an animal belonging to him to be at large in the City of Ottawa.
  - (b) An animal found at large in the City may be impounded for not less than three (3) full business days (72 hours) and may thereafter be humanely destroyed or otherwise disposed of, subject to the provisions hereof, as the City may see fit, unless in the meantime such animal has been claimed by its owner and the penalties herein provided have been paid.
3. A By-law Enforcement Officer or Animal Control Officer may seize and cause to be impounded any dog or cat found running at large in the City of Ottawa and cause such dog or cat to be delivered to the Ottawa Humane Society for impounding.

19. Parking and Traffic:

- (a) No motor vehicle, other than a private passenger automobile, motorcycle, station wagon, or one-half ton pick-up truck, shall be parked on any part of the common elements (including any part thereof of which any owner may have the exclusive use) and no motor vehicle shall be driven on any part of the common elements other than on a driveway or parking space.
- (b) No private passenger automobile which is not being used from day to day or which is undergoing repairs of any nature shall be parked or located upon the common elements or any part thereof; and all automobiles may be parked only in locations properly paved and provided for them.
- (c) Only for the summer months (April to November), trailers, boats and other non-motorized vehicles are permitted on Salter Square property at Board approval for purposes of loading and unloading, at which time they may be briefly parked in visitors' or owners' reserved parking spaces, to a maximum time limit of 48 hours.
- (d) Unregistered and/or inoperative motor vehicles shall not occupy any part of the common elements including areas designed as exclusive use.
- (e) No major work of any sort is permitted to be done on any vehicle on the common elements. Owners will be liable for any damage (e.g. that caused by oil changes) that may occur through their failure to comply.
- (f) Vehicles parked in Firelanes (all roadways in Salter Square) will be ticketed and/or towed away at the owner's risk and expense without warning (unit owners are responsible for informing their guests of this Rule).
- (g) The speed limit in Salter Square has been set at 15 km/hr.
- (h) If there is a vehicle parked in your exclusive use parking spot other than your own, you (the unit owner) have the right to have it towed and to inform the police.
- (i) Vehicles that occupy any part of the common elements including areas designated as exclusive use must be plated and registered to the current year.
- (j) Residents shall not occupy any general/visitor parking spot instead of their own parking spot. Reserved extra parking (if any parking space is so designated) may be available upon request to the Board of Directors at a nominal fee.

**Unit Owner Parking:** Each 100 and 200 unit, and a select group of 300 units without garages, is supplied with one numbered parking space. Numbers attached to wooden posts indicate the proper parking spot. Electrical outlets are connected to the individual units.

**Guest Parking:** Spaces that are not numbered (those with yellow curbs) are allocated for visitor/guest parking. Please ensure that guests do not park in spaces assigned to other unit owners. Residents must register guest vehicles parked overnight in visitor's parking in accordance with CCC#77 requirements.

20. Bicycles, tricycles or other large toys are not to be left on the common elements (outside exclusive use areas) after the daily hour of sunset.
21. Windows: Owners are responsible for washing the exterior of all the windows of their units.
22. No owner shall do anything or permit anything to be done that is contrary to any statute or municipal by-law or any rules, regulations or ordinances passed under any statute or municipal by-law.
23. Any loss, cost or damages incurred by the Corporation by reason of a breach of any rules and regulations in force from time to time by any owner, his family, guests, servants, agents or occupants of his unit shall be borne by such owner and may be recovered by the Corporation against such owner in the same manner as common expenses.
24. No restriction, condition, obligation or provision contained in any rule or rules of the Condominium Corporation shall be deemed to have been abrogated or waived by reason of any failure to enforce the same irrespective of the number of violations or breaches thereof which may occur.

25. Each of these rules shall be deemed independent and severable and the invalidity or unenforceability in whole or in part of any one or more of these rules shall not be deemed to impair or affect in any manner the validity, enforceability, or effect of the remaining part of that rule (if appropriate) or of the other rules, and in such event, the other part of the rule (if appropriate) or the other rules shall continue in full force and effect as if such invalid rule or part of a rule had never been included herein.
26. All previous rules of the Corporation are hereby repealed.

(19962a-ANN58)