



RESIDENT
WELCOME PACK

SEPTEMBER 2022

Moore Park Gardens

Welcome

Welcome to Moore Park Gardens, a vibrant community set in over a hectare of landscaped gardens at the centre of all the inner-city action, with a multitude of entertainment and sporting venues at your doorstep.

Winner of the Royal Australian Institute of Architects Presidents Award in 1999, Moore Park Gardens has no equal. Surrounded by cafes, restaurants, shops and sporting venues within easy reach.

There are a number of facilities of excellent standard at Moore Park Gardens including a gym, 25m lap pool and retail shops.

This Welcome Pack will assist you with your orientation to the complex; containing just about everything you need to know in regard to living here, from moving-in to renovating your apartment.

Don't have much time? Quickly turn to the 'Need to Know' section which covers the most common issues raised by residents.

Moving in for the first time? Jump to the moving-in section which will take you through the moving-in procedures and assist you with issues that may arise on commencing your residency, such as with connecting electricity or the internet.

Still have a question? Moore Park Gardens has a professional on-site management team who will gladly assist you with your query.

Welcome to Moore Park Gardens!

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Need to know

1. Need help?

If your question isn't answered in this document Moore Park Gardens Building Management can be contacted on **(02) 7201 0418** or mpg@alliancemanagementservices.com.au and will be able to point you in the right direction. Our office hours are 7.30am to 5pm Monday to Friday.

There is also on-site security at Moore Park Gardens. Hours of operation are Monday - Friday 6pm - 6am, Saturday & Sunday 24 Hours. Trained security guards will be able to deal with any urgent matters. Contact number is **0418 809 620**.

2. Moving-in for the first time.

Details on the moving in procedure and a summary of issues that can arise when moving in for the first time can be found in the moving-in section of this document. Please remember to book your move with Building Management well in advance.

3. Building by-laws.

There are over one thousand people living at Moore Park Gardens and to ensure harmony amongst this vibrant community there are certain rules (by-laws) residents need to adhere to.

These by-laws are created by you, the owners of the complex; they can be changed should the majority agree.

You may not agree with all the by-laws but like other rules in society they must be followed. What may seem like an unnecessary by-law to you may be important to someone else.

By-laws can be enforced by the buildings Association Committee and the Strata Committees, and breaches can result in fines to residents. Building Management is instructed to follow up and report on residents that breach by-laws. A summary of the by-laws can be found in this document.

4. NOISE!

Residents should be aware of the amount of noise they produce as it can flow through to other apartments, particularly from balconies and courtyards. There are by-laws in place governing noise but in general residents should not disturb the peaceful enjoyment of other lot owners at any time.

If you are going to have a party where the music may be a bit loud let your neighbours know and limit noise to within Council guidelines. In general, no noise after 10pm weeknights and 12pm Friday/Saturday, however excessive noise at any time may be in breach of the buildings by-laws.

Please have consideration for your neighbours. If you receive a noise complaint apologise and lower the noise level. Residents are encouraged to first try and resolve noise issues with the offending party. If this doesn't work noise complaints can be reported to Building Management on (02) 7201 0418 or Security on 0418 809 620. There is a specific section on dealing with noise located in this document.

5. Pets.

Moore Park Gardens is a pet friendly complex, however not everyone may like your furry friend jumping all over you as much as you do. To ensure all residents and pets live in harmony there are some rules regarding your pet that need to be followed.

All pets must be approved by the Executive Committee of your Strata by first completing a registration form available from the MyBos App. By completing the form you agree to the pet approval conditions with the main ones being:

- All pets being kept on the premises must be approved by the Executive Committee.
- Pets must be on a lead or be carried at all times when on the complex - this includes grass areas, corridors and the car park. Essentially, everywhere except in your apartment. No pets allowed in pool area.
- Pets must not disturb other residents with ongoing noise.
- If your pet goes to the toilet or causes any other mess on common property including the lawns, please pick it up and dispose of it thoughtfully.

6. Repairs & Maintenance.

The Owner's Corporation, through Building Management, is responsible for the repair and maintenance of common property. If you have a maintenance item relating to common property (essentially the outer boundary of your apartment and all common areas) please report it to management at mpg@alliancemanagementservices.com.au.

Management will log your request and arrange its repair as soon as practicable.

Building Management is only authorised to carry out certain repairs without additional approval. Some repairs may require further approval from the Executive Committee due to their nature or cost. You will be advised if this is the case and in such instance a resolution of the matter may have to wait until the next Executive Committee meeting.

7. Renovations.

Residents wanting to renovate their apartment should first seek approval from the Executive Committee via Building Management. A renovation application form is available on the MyBos App, or from Building Management.

Further information regarding renovations is in this document.

It is important that residents obtain approval for renovations as their renovation can affect other lot owners due to not only faulty workmanship (for example, your new shower leaking into a neighbours property), but also by disturbing other residents due to the mess and noise created from the renovation.

Conditions are imposed on renovations to minimise disruption to residents and to ensure the work is carried out in a professional manner. Please refer to page 24 for further details on permitted renovation times for each building.

8. Visitors Parking.

Residents are not permitted to park in the visitors' parking spaces. Just because you do not have a second car space or there are vacant visitors' spaces available does not permit residents to breach this by-law.

Residents want their guests to be able to come to the building and park on the premises - this is one of the great things about Moore Park Gardens.

There is a by-law governing visitors' parking and Building Management conduct audits daily to monitor the use of visitors' parking. The Executive Committees will pursue breaches of this by-law, which may result in fines or the termination of your tenancy agreement.

9. Building Security.

Moore Park Gardens is a big complex in an inner-city area. Please be aware of building security by not allowing persons to follow you through an entrance or garage doors. Keep your doors and windows locked at all times. If you notice any suspicious activity please contact Building Management **(02) 7201 0418** (Mon-Fri 7.30am - 5pm) or Security immediately on **0418 809 620** Mon - Fri 6pm - 6am or Saturday & Sunday 24 hours.

Building History & Overview

Originally a brewery established in 1893 by Resch's Limited, the iconic Sydney based beer brewing company. The 2.6 hectare property was acquired by the Resch family in 1900 and became a Sydney landmark, Resch's Brewery..

Sensitive restoration of the existing heritage buildings, along with the development of a variety of modern apartments, commenced in the early 1990's and took approximately 10 years to build, with the final stage (Caley) being completed in the year 2000.

The development was integrated with the surrounding community, by creating a number of buildings with their own identities and a series of quiet, publicly accessible open spaces across the site.

The main entrance to the complex is off Bourke Street, which leads into a long tree lined paved driveway (Charles Moore Avenue) which provides plentiful parking for visitors and contains entrances to the residential car parks. There is also an entrance at 6-8 Crescent St which provides rear car park entrance to several buildings and also the main foyer entrances for the Caley building.

Moore Park Gardens consists of 560 residential apartments and 11 commercial premises spread across 12 distinct buildings. While large in size the complex has a village like atmosphere.

The apartment complex is broken up into four different strata plans which means there are four groups of owners or Owners Corporations. Overriding the Owners Corporations is the Moore Park Gardens Community Association, which is responsible for the shared facilities of the complex, such as the main driveway and pool/gymnasium area. The Community Association sets common rules for the buildings to ensure consistency across all areas of the complex.

The complex is split as follows:

Strata Plan 51517 (Stage 1) - Completed 1995

- Retail Area
- Reckitts
- Argyle
- Lemont
- Bowers
- Waverley

Strata Plan 60182 (Stage 2) - Completed 1999

- Dowling
- Foveaux
- Palmer

Strata Plan 62884 (Stage 3) - Completed 2000

- Caley

Strata Plan 54721 (Stage 4) - Completed 1997

- Grosvenor
- Hopetoun

Deposit Plan 270095 (Moore Park Gardens Community Association)

- Common driveway area and is also responsible for running the shared facilities such as the pool and gymnasium area.

Who to Contact?

Building Management - *Alliance Management Services.*

Building Management is responsible for the day-to-day running of the complex including all repairs, maintenance and resident issues.

The Management office is on the ground level at the entrance to Charles Moore Avenue underneath the Reckitts building.

Hours: Monday to Friday 7.30am to 5pm (excluding public holidays)

Address: 780 Bourke Street, Redfern 2016

Phone: (02) 7201 0418

Email: mpg@alliancemanagementservices.com.au

Website: www.alliancemanagementservices.com.au



ALLIANCE MANAGEMENT SERVICES

Security - *Royal Security Corporation*

Security is on-site from 6pm - 6am Monday to Friday, and 24 hours Saturday & Sunday.

Phone: 0418 809 620

Strata Management - *Strata Choice*

The Strata Manager acts as the secretary for the Owners Corporation taking care of the buildings finances and is the person to contact with regard to levy enquiries and payments.

The Strata Manager is also the conduit to the Executive Committees for all correspondence and will issue notices - including levy notices and breach of by-law letters - to owners on behalf of the Executive Committees of the four Strata Plans

Strata Manager: Andrew Abbott
Company: Strata Choice
Phone: 02 8835 4210
Email: aabbott@stratachoice.com.au
Web: www.stratachoice.com.au

Executive Committees

The Executive Committee of each Strata Plan is made up of apartment owners and it makes decisions regarding the running of the complex. All owners have the option to be on the Executive Committee. Members are elected annually at the Annual General Meeting (AGM) for each Strata Plan.

Building Management and the Strata Manager rely on the Executive Committees to make decisions which are outside their scope of approval.

To contact the Executive Committee please direct your correspondence to either the **Strata Manager** or **Building Management** who will pass the correspondence on to the secretary of the relevant Strata Plan. Please note that your correspondence may not be addressed until the next Executive Committee meeting.

Executive Committee meetings are held quarterly: February, May, August and November. Owners are allowed to attend meetings but are not allowed to participate with the meeting unless they are invited by the Committee. The Annual General Meeting is held October/November of each year.

Moving in to the Complex.

The following list outlines the procedure for moving in to the building and also covers the main questions Building Management is asked from new residents:

- Moving - to preserve the condition of the building and to ensure the lift and loading zone is available, residents moving furniture or large items in to or out of the building must first book a date and time with Building Management at least 48 hours prior to the move. Residents are only permitted to move between 9.00am & 5.00pm Monday - Saturday. **No moving is allowed on Sundays.**
- Residents must arrange payment of a **\$200 security bond** to the Owners Corporations Trust Account as per the relevant Strata Plan, outlined in the Move in Form accessible through MyBos, or from Building Management.
- Removalist truck parking - for unloading items, parking is available in the loading bays located in the car parks near the lifts. There are height restrictions for the car park entrance for each building as follows;
 - Reckitts/Argyle/Lemont/Bowers/Waverley/Caley - 2.1m
 - Dowling/Foveaux/Palmer/Grosvenor/Hopetoun - 3.1m

If the truck exceeds these height restrictions there are other locations around the complex where trucks can park - please refer to the moving instructions or Building Management for details of these areas. Residents are not permitted to move items through the entrance foyers.

- **Day of your move** - On the day of your move see Building Management to collect a lift key. Building management will complete an inspection prior to the move and then again on completion of the move. If there is no damage to common property the bond will be processed through the Strata Manager.
- **Resident Information Sheet** - When moving in to the complex Building Management require a resident information sheet to be filled in. This is to assist in emergency situations should we need to contact you. Please see the office for a form.
- **Emergency Keys** - Residents are strongly encouraged to keep a spare key with a trusted neighbour or with a friend close by for emergencies. Building

Management at Moore Park Gardens does not provide a concierge service and does not hold spare keys for residents.

- **Mail** - Please make sure you redirect your mail correctly. You must list not only the apartment number but building name as follows:

For example, Unit 519 in Dowling apartments:

D519
Dowling Apartments
780 Bourke Street
Redfern NSW 2016

- **Parcels** - Please note that parcels cannot be left at the Management office due to the sheer volume of parcels the building receives each day.
- **Internet & Telephone** - Please contact your service provider to have your telephone line and internet connected. The service provider may need access to the MDF room to organise this connection and Building Management/Security can provide this access. If you are having problems with your connection it is likely an issue with your provider not with the building infrastructure. The Owners Corporation is only responsible for ensuring there is a working line from the MDF room to your apartment. All connections are carried out by your provider.
- **Gas** - An account needs to be established with a service provider for gas to be connected. The provider will send a contractor to your apartment to take readings or may ask for readings over the phone to set up this account. Hot water and gas meters are located either under the kitchen sink or in the laundry. If a contractor/technician is required to attend site the residents must organise to meet them. Building Management will not give apartment access to private contractors.
- **Electricity** - An account needs to be established with a service provider for electricity to be connected. The electricity meters are located outside the apartment in a cupboard in the hallway. The technician will have a key to access these cupboards or Building Management can provide access. Be sure to provide the name of the building you are in which will assist in the provider locating your meter number.

- **Garbage & Waste Disposal** - Most apartment levels have a garbage chute on each level. Please only put small items down the chutes. There are large waste and specific recycling bins in the car parks for big items. Council can also collect household items such as mattresses - Building Management can provide details of this service.
- **By-laws** - Please familiarise yourself with the by-laws summarised at the back of this document. These rules must be obeyed by all residents and tenants. Tenants will be in breach of their tenancy agreement should these by-laws be disobeyed.

Building Information & Facilities

Gymnasium & Pool Area

The gymnasium and pool area is located in the Waverley building, which is at the end of Charles Moore Avenue on the roundabout. Access to this area is through a gate located on a path to the side of the pool using a swipe to gain entry.

The gym is equipped with a number of exercise machines and there is also a sauna. Personal trainers are *not* permissible. Children under the age of 16 years of age are also not permitted in the gymnasium.

The pool is a 25m lap pool which is heated in the winter months only (generally late April/early May until October). **No smoking/vaping** is permitted in the pool area and children must be supervised. **No pets** are allowed in the pool area. As this is a residential pool noise must be kept to a minimum. The pool hours are 6am to 10pm. The entrance gate to this area is locked outside of these times. Residents are permitted to take a maximum of two guests per apartment to the pool at any one time however visitors must be accompanied by the resident at all times.

The gymnasium opening hours are 6am to 10pm daily. No visitors are allowed. This area is locked up outside of these times.

Emergency Procedures

All buildings are equipped with corridor smoke detectors and the Dowling and Grosvenor buildings with an emergency warning system (EWIS system).

If you hear an alarm sound, please evacuate the building via the fire stairs. The lifts must not be used during an evacuation. Most fire stairs have a system that automatically pumps air into the fire stairwell during an evacuation to prevent smoke entering the stairwell. This may make the fire doors feel heavier than usual when opening them.

Residents who are unable for any reason to descend via the fire stairs should register with the Building Manager to enable rescue in the event of an emergency. In the event of an evacuation they should enter the fire stairs and remain on the landing until either rescued or advised that it is safe to leave.

The evacuation meeting point is in Charles Moore Avenue. All residents and visitors should wait there until the evacuation sirens stop and/or as directed by the Fire Service, Building Manager or Building Security.

Smoking

Moore Park Gardens is a Smoke Free Complex.

Noise complaints & procedures

- If you have a noise complaint it is recommended that you first try and reconcile the noise issue with the offending party. Often residents are not aware of the amount of noise they are generating and will usually reduce the noise immediately if it is brought to their attention.
- If you are unable to reconcile the noise issue a complaint can be logged with Building Management/Security who will investigate the noise issue, make a log of the event and may ask the resident to reduce the noise. If the noise continues the police may be contacted. Please note that Building Management/Security cannot forcibly make residents reduce noise.

- For ongoing noise issues Building Management will notify the Executive Committee for a notice to be sent to the owner of the apartment. It is important that evidence of the noise is documented.
- If noise persists the Executive Committee may issue a Notice to Comply to the owner of the apartment, however an ongoing record of noise issues must be established. Following this, action may be taken via the **Consumer Trader & Tenancy Tribunal (CTTT)** who can make an order for the noise to cease.

Further Information Regarding Noise Issues:

- It is important that a third party such as Security or Building Management witnesses the noise. If the matter is pursued further via the CTTT, third party evidence will be required.
- Building Management/Security do not have any powers to physically stop noise apart from requesting the person turn the noise down and reporting the matter to the Executive Committee. Any resident is able to personally action noise complaints by contacting the police or even pursuing the matter via the CTTT if the matter is ongoing.
- For noise disputes regarding day-to-day activities where noise transmits through walls such as scraping chairs on floorboards/tiles or slamming doors, it is recommended you try and reconcile this with the neighbouring apartment directly. Often the resident is not aware they are causing this noise and in the majority of cases they will take immediate action to minimise the noise.

Showers and toilets

Showers and toilets are available at the pool and in the floor above the gymnasium.

Community Room

There is a community room located in the Waverley building opposite the gym area. This room is available for hire by owners or occupiers of a lot within the complex. Hiring the room is subject to strict conditions, which include *no alcohol* and a maximum number of guests. There is also a ping pong table located in the Community Room available for residents, booking is essential through the MyBos App. Please refer to the community room booking form available from Building Management for more details.

Car washing

There are car washing bays located in the car park area of each building. Please do not park your car in these areas unless you are washing your car.

Garbage & Recycling

For some buildings, there is a garbage chute and recycling bin next to the lifts. Please note that only small bags of household rubbish should be disposed of in these chutes. Larger items should be taken to the garbage rooms located in the car park. There are also recycling bins located in this area.

Large household items such as fridges and mattresses can be disposed of in the car park Council Collection areas.

Video Surveillance

There are CCTV cameras located in various spots around the complex including most entrances and car parks.

If you see any suspicious activity please contact Building Management on (02) 7201 0418 Security on 0418 809 620.

Bike racks

Bike racks are provided in the car park for resident use. Please be sure to secure your bike with a bolt lock. Bikes have unfortunately been stolen from car parks in the past and residents leave bikes in the car park at their own risk.

Access swipe cards

Access swipe cards are required to enter all buildings and car parks. These cards are programmed to individual apartments and only allow access for the building that the apartment is located in.

Additional or replacement access swipe cards can be purchased from Building Management for a cost of \$75 which is non-refundable. Residents requiring a new access card must complete an access card request form. Residents are not permitted to give swipe cards to non-residents to access the gym and pool.

Apartment Information

Apartment Maintenance & Repairs

The Owners Corporation is only responsible for maintenance and repairs to common property. Within your apartment this includes items such as:

- Front entrance door.
- Windows and balcony doors.
- Common property walls only. This is the outer most wall of your apartment, including the ceiling.
- Bathroom floor tiles and common property walls.

All other issues must be repaired by the apartment owner.

Smoke Detectors

All apartments are fitted with a smoke alarm. Most are hardwired into the electrical circuit and have either a 9V or rechargeable back up battery.

If the smoke alarm beeps this often means the 9V battery needs to be replaced. Residents are required to change the batteries at their own cost. If the battery has been changed and it continues to beep, please contact Building Management.

As part of the annual fire inspection, access is required to all apartments to check the smoke detector and fire door. All residents will be informed well in advance of these inspections.

If the unit smoke alarm is set off for minor cooking smoke DO NOT open your apartment entry door as the smoke may activate the common area smoke alarms which will then activate a full emergency evacuation of the building and you may be liable for the false alarm call out fee imposed by the Fire Brigade.

Gas

An account needs to be established with a service provider for gas to be connected. Residents need to pay for gas to their apartment plus contribute to the buildings hot water heating cost which is proportioned across the apartments based on your usage.

Hot water

Hot water is supplied to apartments by a main line from large gas boilers in the building. Individual apartments have a hot water meter to measure the usage in that apartment. See gas above.

Electricity

An account needs to be established with a service provider for electricity to be connected. The electricity meters are located outside the apartment in a cupboard in the hallway. On arrival, the electrician will need to collect the keys from Building Management to gain access. Please guide them to the Building Management office.

Internet & Telephones

To connect internet and telephone lines residents must contact a service provider. The service provider may need access to the MDF room to allow connection, the technician will need to collect the keys from Building Management to gain access. Please guide them to the Building Management office.

Forms

Following is a list of forms that will contain information and procedures about the subject heading and the application form if required. All building forms are available on the MyBos App - please contact Building Management for your login details:

Pet Application Form

All pets at Moore Park Gardens must first be approved by the Executive Committee. Please complete the pet application form which outlines the approval process and outlines the conditions for having a pet at the building. Please note that for dogs you will not be able to register the pet until it has received its registration papers and has been micro-chipped.

Renovations Application Form

The majority of renovations need approval from the Executive Committee before they can commence. Please complete this form to lodge your application, which also outlines further procedures regarding the approval process. Building Management can assist you with the information required for your application if needed.

Please note that Building Management has been requested not to send through incomplete applications for approval.

Renovations Agreement Form

Once your renovation application has been approved by the Executive Committee you must submit this form to Building Management at least a week prior to commencing your renovation. This form outlines the conditions you must agree to when undertaking your renovation and also provides information to Building Management on how long the renovation will take and what sort of noise/mess may be generated as a result of the works. Building management will then put a notice up so that residents are aware of the work being undertaken. Please note a security bond may be required as part of your renovation.

Moving Acknowledgement Form

If you are moving in to/out of the building or moving any item through the building that could damage common property you must sign this form prior to commencement, agreeing to the building's moving conditions. You must also pay a \$200 moving bond which will be refunded should there be no damage caused by your move.

Moving Instructions Guide

This form provides residents with all the information they need to know when moving in and out of the building. e.g. where to park, height restrictions, etc.

Community Room Booking Form

To hire the community room, complete this application form and submit to building management. Please note that there are several conditions restricting the use of this room and these are outlined in this form and also in this document.

To book the ping pong table in the community room, please use the MyBos App.

By-Laws

A full copy of the buildings by-laws can be obtained from the Strata Manager or Building Management. This document is quite long and goes in to some detail for many topics. We have therefore summarised the main by-laws below that are most frequently referred to:

Noise

An owner or occupier of a lot must not create any noise likely to interfere with the peaceful enjoyment of the owner or occupier of another lot. Please keep your noise to a minimum and respect your neighbour's right to live in peace.

Parking

An owner or occupier of a lot must not park or stand any vehicle on common property without the written approval of the Owners Corporation. **Do not park in the visitors parking** or you may be subject to a by-law breach.

Obstruction of Common Property

An owner or occupier of a lot must not obstruct the lawful use of common property by another person. Please do not leave anything on common property, in particular in the hallways or carpark - these are not your personal storage areas.

Damage (Changes) to Common Property

An owner or occupier of a lot must not damage common property in any way. If you do damage common property own up and notify Building Management. Do not carry out renovations or alter any part of the common property - including your balconies - without approval.

Behaviour of Owners and Occupiers

An owner or occupier of a lot when on common property must be adequately clothed and must not use language or behave in a manner likely to offend another owner or occupier. Understand that your neighbours may have different beliefs and values, please try and respect them.

Children Playing on Common Property

An owner or occupier of a lot must not let children play on common property unless they are accompanied by an adult. In particular, please do not let children play in the car park where they risk being hit by a car.

Behaviour of Visitors

An owner or occupier of a lot must take reasonable steps to ensure his/her visitors adhere to the building by-laws. Do not let your friends give you a bad name by disturbing your neighbours, particularly following a party.

Depositing Rubbish and Other Materials on Common Property

An owner or occupier of a lot must not leave rubbish or other items on common property unless it is in a designated area. There are plenty of bins available for your rubbish and recycling. Please ensure you fully dispose of your items.

Drying of Laundry Items (Items on Balconies)

An owner or occupier of a lot must not hang washing or any other items from their balcony or common property that is likely to be visible from outside the building or from another lot. To maintain the value of the building it needs to look neat and tidy.

Cleaning of Windows & Doors

An owner or occupier of a lot must keep clean all glass in windows and doors on the boundary of the lot including that which is common property. The Owners Corporation will take care of the outside of inaccessible windows only.

Storage of Flammable Liquids

An owner or occupier of a lot must not store flammable liquids on common property or in a lot without prior consent of the Owners Corporation. This is for the safety of all residents.

Moving Furniture and Other Items Through Common Property

An owner or occupier of a lot must not transport furniture or any other large item through common property without first notifying building management. Please book any moves or renovations with Building Management; it will be a lot easier with the lift covers up and a lift key.

Floor Coverings

An owner of a lot must ensure that all floor space is adequately covered to prevent noise transmission through the floor that disturbs the peaceful enjoyment of a lot by another owner or occupier. If you are going to install floor boards or tiles you must lodge an application with the Owners Corporation so that they can ensure the appropriate sound insulation is used.

Pets

An owner or occupier of a lot must not keep an animal within a lot without prior consent of the Owners Corporation. Please lodge an application with Building Management.

Appearance of the Lot

An Owner or Occupier of a Lot must not, without the prior written approval of the Owners Corporation, maintain or store anything within the lot which is visible from the outside that detracts from the overall appearance of the building. Example, Furniture being stored on balconies or courtyards, hanging plants on balcony balustrades, bulk household items.

An owner or occupier of a lot must not, except with the consent in writing of the owners corporation, hang any washing, towel, bedding, clothing or other article on any part of the parcel that is visible from outside the building

Lot Cleanliness and Repair

An owner or occupier of a lot must keep the lot clean and in good repair. Particularly if it can be seen from other areas of the complex.

Fire Control

An owner or occupier of a lot must not use or interfere with any fire safety equipment, except in case of emergency. Notify Building Management if you believe any fire equipment is faulty or has been tampered with.

Minor and Major Renovations

You must not carry out, or permit anyone else to carry out, major renovations without the prior written approval of the Owners Corporation.

Times for Minor and Major Renovations are as follows:

- Reckitts, Argyle, Lemont, Bowers & Waverley- SP 51517:
8am - 5pm Monday - Friday. 9am - 3pm Saturday only.
- Palmer, Foveaux & Dowling - SP 60182:
8am - 5pm Monday - Friday. 9am - 3pm Saturday only.
- Caley - SP 62884:
7am - 6pm Monday - Friday. 8am - 1pm Saturday only.
- Hopetoun & Grosvenor - SP 54721:

8am - 5pm Monday - Friday. 9am - 3pm Saturday only.

Times for Noisy Works for **ALL** Buildings are as follows:

- **10am - 3pm Monday - Friday only.**