

CONDOMINIUM CORPORATION #062-7537

OPERATIONAL POLICIES

The purpose of these policies is to give owners an understanding of the requirements and intentions that have become policy through the decisions of the Board of Directors with regards to discretionary areas of the By-laws.

The issuance of these Operational Policies will better enable the Board of Directors acting through the Board or other authorized bodies to better administer and enforce the By-laws.

Should there be any conflict between these operational policies and the By-laws of Condominium Corporation #062-7537 as amended; the By-laws of Condominium Corporation #062-7537 shall prevail.

AWNINGS, DECKS & SCREENED ENCLOSURES:

Operating Policy 04/2019

By-law: 37.4

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

To clarify materials which decks and deck railings can be constructed of.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) In addition, materials which meet the standards of the by-laws for deck and deck railing construction shall include those made from composite materials, concrete, metal, ... and which meet the approval of the Board / Construction Committee;

BASEMENTS:

Operating Policy 08/2019

By-law: 33.1, 36

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify additional requirements and standards for basement construction within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) All cottages constructed within Condominium Corporation 062-7537 will be set on a basement foundation as required in by-law 33.1(viii) and in compliance with the basement construction standards of Bylaw 36, the maximum excavation depth stipulated in the Phase 7 Lot Table published on the website and Part One of the Construction Permit.
- b) All cottages constructed offsite and moved into Condominium Corporation 062-7537 will be set on a basement foundation as required in by-law 33.1(viii) and in compliance with the basement construction standards of Bylaw 36, the maximum excavation depth stipulated in the Phase 7 Lot Table published on the website and in compliance with the basement construction standards of Bylaw 36 and Part One of the Construction Permit.
- c) All basements constructed within Condominium Corporation 062-7537 will have a minimum of two windows installed that are sized to meet Alberta Safety (Building Code) egress requirements.

FENCING:

Operating Policy 12/2019

By-law: 37.2

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify minimum spacing requirements for infill fencing within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) Fencing infill must maintain a minimum spacing of 1 inch between all pickets or boards.

GARAGES:

Operating Policy 10/2019

By-law: 33.1

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify additional design requirements for future Garage construction within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) All cottages constructed within or constructed offsite and moved into Condominium Corporation 062-7537 will be designed and constructed to allow the attached garage identified in Bylaw 33.1 (ii), (iii), and (vi) to be easily constructed at a later date if not included in the initial construction.

GAZEBOS & PERGOLAS:

Operating Policy 07/2019

By-law: 37.9 (b)

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify construction parameters for Pergolas within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

Ground level or patio level pergolas are subject to the same parameters as gazebos described in bylaw 37.9 (b).

Similarly, gazebos are subject to the parameters stipulated below for pergolas:

- a) All pergolas require the approval of the Construction Committee/Board.
- b) In addition to powder coated metal and vinyl; the use of well-maintained cedar is an acceptable material for the construction of gazebos and pergolas.
- c) Pergolas and gazebos must be securely anchored.
- d) Pergolas and gazebos must be earth tone in colour. Colours must coincide with those approved by the Board for Cottage construction.
- d) Deck mounted pergolas are restricted to the size of the deck and the height of the eaves of the Cottage to which it is adjacent to.

GOLF CARTS:

Operating Policy 03/2019

By-law: 32.1(x)

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

To specify the requirements for anyone operating a golf cart on or within the Project and upon Common Property.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) Golf carts used as transportation within the Project shall be restricted to existing roadways and designated cart paths,
- b) All golf carts operated within the Project shall be licensed with Gleniffer Lake Resort & Country Club and must visibly display the applicable license plate on the golf cart,
- c) All golf carts operated after dark must be equipped with operating lights,
- d) Any person operating a golf cart must have a valid driver's license.

HEIGHT REQUIREMENTS – MINIMUM:

Operating Policy 11/2019

Red Deer County Land Use By-Law: R7 Regulation 108.4

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify minimum height requirements for Cottage construction within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) All cottages constructed within or constructed offsite and moved into Condominium Corporation 062-7537 will be designed and constructed to a minimum height of 22 feet measured from the average grade to the roof line of the main structure.

PARKING – AT ALL TIMES:

Operating Policy 01/2019

By-law: 32.1(c), 32.1(II), 34.3, 34.6, 37.3

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

To specify the location, duration and use of cargo, dump, utility and flatdeck trailers within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) Cargo, dump, utility and flatdeck trailers are permitted on the Unit only for the purpose of loading and unloading and for a duration not exceeding twenty-four (24) hours, unless they are being used for the purposes specified in By-law 34.6
- b) Cargo, dump, utility and flatdeck trailers are not permitted on the Unit for the purpose or use as a storage shed.
- c) Small utility trailers under 35 square feet for the purpose of lawn maintenance etc. are permitted to be stored on the Unit.

Operating Policy 06/2019

By-law: 32.1(c)

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

To specify terms for which parking is permitted within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) Unit (lot) owners are permitted to park on the unpaved portion of the Corporation #062-7537 roadway common property that is located between the outside edge of the asphalt

pavement and the street side property line of the unit which is covered by the lot owner's driveway. Corporation #062-7537 assumes no responsibility for any judicial or civil action arising from parking on this property and reserves the right to revoke this parking privilege in the event more of, or the entire roadway is required for Corporation business.

- b) Unit owners must design required parking to be located within the unit property lines and not on common property.
- c) Parking within Corporation #062-7537 must be oriented such that the length of the parking stall is horizontally perpendicular to the street. Parallel parking across the street front of the unit is not allowed.

PENALTIES & SANCTIONS:

Operating Policy 05/2019

By-law: 3.1(h), 3.1(i), 3.1(l), 17.1, 17.2, 17.3, 17.4, 17.5, 33.5

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

The purpose of this policy is to specify the procedure and penalty amounts for common by-law contraventions.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts the following fee and penalty structure for actions that contravene the regulations of the Corporation as specified in Section 32 Regulations of the By-Laws of the Corporation. Any other fines or penalties, for contraventions that are assessed differently, will be specified individually.

First Offence	Written Notice
Second Offence	Written Notice + \$50.00 Fine
Third Offence	Written Notice + \$100.00 Fine
Fourth and Subsequent Offences	Written Notice + \$200.00 Fine and access denied to all recreational facilities for 30 days

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts the following fee and penalty structure for actions that contravene the By-laws and Regulations of the Corporation and are specified individually as:

<u>Part V – Construction Regulations – Permits and Approvals</u>	
Failure to: Obtaining Construction Committee approval and providing required construction application and design plans; prior to starting construction as specified in Section 33 Permits and Approvals.	
First Notice	Written Notice + rectified in 7 days or \$10.00 per day fine
After 7 Days	Written Notice + rectified in 7 days or \$10.00 per day fine
After 14 Days	Written Notice + rectified in 7 days or \$25.00 per day fine
After 21 Days	Written Notice + \$50.00 per day up to \$50,000.00 in aggregate.

<u>Part V – Construction Regulations – Non-Compliance</u> Failure to: Comply with the Construction By-laws and Regulations as detailed in Sections 34, 35, 36 and 37 – Construction Standards	
First Notice	Written Notice + rectified in 7 days or \$50.00 per day fine
After 7 Days	Written Notice + rectified in 7 days or \$50.00 per day fine
After 14 Days	Written Notice + rectified in 7 days or \$100.00 per day fine
After 21 Days	Written Notice + \$100.00 per day up to \$50,000.00 in aggregate.

RECREATION VEHICLES - ADDITIONAL:

Operating Policy 02/2019

By-law: 32.1(II)

Board Approval: May 11, 2019

Implementation Date: July 1, 2019

To specify terms for which Recreation Vehicles, motorhomes and campers are permitted within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) Recreation Vehicles, motorhomes and campers shall only be permitted within Condominium Corporation #062-7537 for the purpose of loading and unloading and for a duration not exceeding twenty-four (24) hours;
- b) No sleeping or overnight use is permitted while loading or unloading.

RTM “READY TO MOVE” HOME CONSTRUCTION:

Operating Policy 09/2019

By-law: 31.1 (c), 33.1

Board Approval: June 7, 2019

Implementation Date: July 1, 2019

To specify construction requirements for “Ready To Move” (RTM) cottages within Condominium Corporation #062-7537.

NOW THEREFORE, the Board of Directors of Condominium Corporation #062-7537 in the Province of Alberta, duly assembled enacts as follows:

- a) All cottages constructed offsite and moved into Condominium Corporation 062-7537 will be constructed compliant with the definition contained in Bylaw 31.1(c) and identified as a “Ready To Move” (RTM) structure designed to be transported to the lot and set on a full foundation.