

## SCHEDULE OF STANDARD BYLAWS – VIS 6261 (Shutters Spa and Residences)

### Division 1 – Duties of Owners, Tenants, Occupants and Visitors

#### Payment of Strata Fees

- 1 An owner must pay strata fees on or before the first day of the month to which the strata fees relate.

#### Insurance

- 2 Deductible – An owner shall indemnify and save harmless the Strata Corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, common assets or to any strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family, but only to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purposes of bylaws any insurance deductible paid or payable by the Strata Corporation shall be considered an expense not covered by the proceeds received by the Strata Corporation as insurance coverage and will be charged to the owner.

#### Units For Sale at Shutters

- 3 (1) No realtors' lock boxes allowed.  
(2) Realtors or owners must inform Strata Council within 24 hours of having the unit(s) listed for sale. Such notice should be in the form of an email to [victoriashutters@gmail.com](mailto:victoriashutters@gmail.com) so that the security committee is aware of the out of the ordinary activities normally associated with such events.  
(3) No "For Sale" signs are allowed.  
(4) Only sandwich board types of open house signs are allowed during actual open houses.  
(5) Open houses can be conducted only during the hours of 11:00 a.m. to 4:00 p.m.  
(6) Realtors or owners conducting open houses must escort visitors to and from the premises to maintain the security of the complex. Also, there must be a person stationed at the point of entry at all times during the open house. At no time should visitors be allowed to wander the complex un-escorted. Failure to conduct open houses correctly will result in the owner of the suite in question receiving a fine of \$ 200.00 for breaching the building security protocol. The same protocol applies to realtors or owners for regular showings/viewings of their suite while it is for sale.  
(7) Realtors or owners conducting open houses, showings, viewings, or previews are responsible for the conduct of their invited visitors and must take every precaution to maintain the tidiness of the common property and to prevent any damage.  
(8) Realtors or owners conducting open houses must provide a minimum of 24 hours advance notice to Strata Council so that the security committee is aware of the planned event. Such notice should be in the form of an email to [victoriashutters@gmail.com](mailto:victoriashutters@gmail.com). Failure to provide advance notice will result in a fine of \$100.00 for the offending unit.

New  
listings

#### Inspection Services

- 4 (1) Advance notice of 72 hours is required to provide access to common areas of the buildings and property for the purposes of inspections by purchasers' agents, inspectors, or the like. Arrangements should be made as required in advance to [victoriashutters@gmail.com](mailto:victoriashutters@gmail.com) or as may be directed from time to time. *Please note: Inspection Services will only be permitted on a Monday to Friday basis (excluding holidays) during the hours of 8:00 a.m to 4:00 p.m.*

(2) An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the Strata Corporation must repair and maintain under these bylaws or insure under section 149 of the Act.

(3) Pets

- Pets*
- (a) All animals must be under control and leashed or otherwise secured when on the common property or on land that is a common asset.
  - (b) An up-to-date Animal Registration Form must be completed and submitted for each pet kept on the strata lot. The Animal Registration Form must be submitted within two weeks of the pet taking occupancy on the strata lot, or a fine of \$200 will be applied for every 7 days the Form is outstanding.
  - (c) No pets may be kept on a strata lot other than one or more of the following:
    - (i) a reasonable number of fish or other small aquarium animals;
    - (ii) a reasonable number of small caged domestic mammals;
    - (iii) up to two caged birds;
    - (iv) one dog and/or one cat; or up to two small dogs; or up to two cats.

(4) Rental Restriction

- Rentals*
- (a) The owner of a strata lot may not lease or rent the owner's strata lot to any persons for a period of less than twelve months consecutively.
  - (b) An owner of a strata lot may allow such owner's family members to occupy or use the owner's strata lot without rent or other charge for periods of less than one month.
  - (c) When occupied by a tenant, the number of occupants of an owner's strata lot is limited to the number of bedrooms in the strata lot multiplied by two.
  - (d) Tenants of an owner may not sublease the owner's strata lot.
  - (e) Tenants of an owner may not have pets in the strata lot.
  - (f) A Form K for any tenant approved by this rule must be submitted to the Strata Council within two weeks of the tenant taking occupancy or a fine of \$200 will be applied for every 7 days the Form K remains outstanding.
  - (g) Only first owner of any strata lot following the owner developer as permitted by the BC Strata Act, and any owner who purchased his or her strata lot on assignment prior to the completion date shall have a right to lease or rent his or her strata lot or lots. Any strata lot owner who does not fall into this class may be allowed to rent or lease his or her strata lot subject to the following conditions:
    - (i) A non-original strata lot owner may be allowed to rent or lease his or her strata lot upon making application to Shutters Strata Corporation. However, the maximum number of strata lots allowed to be rented or leased by non-original owners must not exceed 19 for the entire VIS 6261 Shutters complex. After approval to rent is granted by the Strata Corporation, a non-original owner will have 60 days to arrange for a tenancy agreement to be signed.
    - (ii) The procedure to administer the 19 strata lot limit is set out as follows:  
The total number of strata lots rented excluding the following must be no more than 19 strata lots:
      - strata lots rented by original owners
      - strata lots rented by owners who purchased on assignment prior to the completion date
      - strata lot rented which is owned by Shutters Strata Corporation
      - strata lots rented to owners' family under BC Strata Act Section 8:142
      - strata lots rented under the hardship exemption under BC Strata Act Section 8:144