

SUMMERHILL PARK CONDOMINIUM RULES AND REGULATIONS

Since the inception of Summerhill Park Condominium (the “Syndicate”) in 1975, various Boards of Directors have issued and co-owners have ratified rules for the enjoyment, use and upkeep of the private and common portions. Rules and regulations are issued to deal with matters not originally covered in the Declaration of Co-ownership. Rules and Regulations (R and R's) are also issued to accommodate changes in law as well as to clarify or further delineate our Declaration Bylaws.

The R and R's listed below cover only a portion of co-owner rights and obligations as most co-owner rights and obligations are found in our Declaration. The Board's aim is to keep the buildings and grounds beautiful and in a suitable state for all; to provide wise and efficient management; to create an agreeable atmosphere; to keep maintenance costs as low as possible; and to avoid conflict between neighbours. We ask for your assistance and co-operation in achieving these goals. We all have a responsibility to keep our own units and the common areas looking neat and well maintained. Keeping noise to a minimum goes without saying. Being a good neighbour makes Summerhill Park a wonderful place to live and increases property values for all of us.

AIR CONDITIONERS

- Window air conditioners may be installed for use during the summer months. Each unit must be removed by November 1st.
- When a unit is installed in sliding windows, a piece of clear Plexiglas is required above the unit. It is not permitted to put wood or cardboard in the area above the unit.
- Units must be supported by the metal support packaged with each unit. In the case of an older unit where no support is supplied, the unit can be supported by Plexiglas or wood that has been stained or painted to blend in with its surroundings. Units **may** NOT be supported by any means that come in contact with the roofing tiles.
- It is not permitted to use paint cans, bricks or other such objects to support your unit.
- Permanent units may be installed by a co-owner once permission from the Board has been obtained. These units must be installed in a discreet area and may not interfere with another unit in any way. Units must meet all Canadian/Quebec standards (i.e. CSA, etc).

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BARBECUES

- Gas barbecues may be used on the patios or lawns. They may not be stored on the lawn.
- Barbecues must be in good working order.
- Charcoal or wood barbecues or smokers are not permitted.
- Barbecues must not be left unattended while lit.
- Barbecues cannot be used inside a unit.
- It is forbidden to store propane tanks indoors. They may be stored on the patio.
- Propane tanks must be shut off when not in use.
- It is the co-owner's responsibility to limit smoke and cooking odours.
- Damage to buildings by barbecues is the responsibility of the co-owner.

BUILDING ACCESS

- Access doors must remain closed and locked at all times.
- It is not permitted to wedge the doors open or to interfere with the locks.

COMMON AREAS

- Smoking is not permitted in any interior area of any condominium building except in the interior of a co-owner's private unit. Smoking is also not permitted at the main or side building entrances or on stairs and walkways leading to entrances.
- Walkways are strictly for walking - rollerblading, skateboarding and cycling etc. are not permitted.
- DO NOT throw garbage, rocks or other debris into bushes or areas surrounding parking lots.
- DO NOT drive your vehicle on the sidewalks and lawns - co-owners/contractors/moving companies are not to drive/ park on the grass or sidewalks.
- DO NOT jump the fence.

CORRIDORS

- Children are not permitted to play in the corridors or write on the walls.
- It is not permitted to leave objects of any kind in the corridors such as mats, shoes, boots, baby carriages, etc.
- Pets are not permitted to roam free in the corridors.

EMERGENCIES

- The City of Kirkland mandates that all co-owners install a smoke detector on each floor of their units.

FIREPLACES

- The solid material burning Fireplace (typically wood) can only be used as a heating device when there is an emergency. It **CANNOT** be used for recreative purposes.

- If a fire resulted from the recreative use of a fireplace, or any other solid material burning device in a unit, the co-owner at fault would be sued by the condominium to recover the special assessment obtained from the co-owners to pay for the repairs.

GARAGES AND PARKING AREAS

- Access to the two underground garages is reserved for those residents who own or rent a parking space.
- A co-owner is permitted to rent or lease an indoor or outdoor parking space only to another co-owner or tenant who has signed a lease.
- Each owner's vehicle in a garage space cannot in any way impede access to any other area.
- It is forbidden to store tires or other material in a garage space.
- Parking in front of garage doors, in the fire lanes or in the access to parking areas is not permitted.
- Emergency repairs of vehicles are not permitted in garages.
- Each co-owner who has either an indoor or outdoor spot is responsible for damages caused by the co-owner to any other vehicle.
- Only owners and renters of underground garage spaces are permitted to wash and clean their vehicles in underground garages. When washing or cleaning their vehicles in the Kirkland garage, the designated area must be used. When washing or cleaning their vehicles in the Beacon garage any of the various hoses may be used.
- It is not permitted:
 - to use garage drains for waste
 - to leave coolant, motor oil or other material in the garage
 - to empty ashtrays or throw butts or other materials on the garage floor or in the outdoor parking areas.
 - to leave household garbage, cartons or bags in the garage
 - to store personal objects in the garage.
 - to leave bicycles in the garage
 - to park outside of the owner's painted lines or in the fire lanes
 - to hang objects on the pipes or sprinklers
- For security and safety in all parking areas, the following are not permitted:
 - leaving a car idling
 - speeding
 - driving dangerously
 - rollerblading, skateboarding, cycling and sports in general
- The Syndicate and employees are not responsible for losses, theft or damage to a co-owner's car in either indoor or outdoor parking areas.
- It is not permitted to park campers, trailers, boats, etc, in indoor or outdoor parking spots.

- Co-owners are not permitted to park in other spots or visitor parking spots without permission.
- When co-owners are notified by the caretakers that snow removal is to be done they must remove their vehicles from exterior parking spaces.

GARBAGE AND RECYCLING

- **In the case of Garden Homes on Beacon and Place Kirkland**, co-owners must have their garbage outside their unit bagged and appropriately tied on Mondays and Thursdays before noon. The superintendent will pick up your bagged garbage prior to garbage days. Large boxes are to be left with garbage on Monday and Thursday and not put in Recycling Bins or around them at the driveway.
- **In the case of Garden Homes on Kirkland Blvd:** Co-owners have one garbage pickup on Friday, as well as recycling, and they must put out their own bins out at the end of their driveways. Recycling Bins and garbage bins should not be visible from the front of the unit.
- For sanitary and safety reasons, it is forbidden to put out garbage other than on the designated day in either of the two areas at any other time.
- Cat litter must be double-bagged.
- Garbage must be placed in strong bags and tied before putting into the chute.
- Large (bulk) garbage must be kept on your balcony and a caretaker notified. Do not put large pickups on the lawns.
- It is not permitted to:
 - throw liquid into sacs that might stain carpets and cause odours.
 - throw out garbage that is not bagged.
 - throw flammable material into the chute or leave these substances in the garbage rooms.
 - throw construction material or large carpets into the chute or leave such items in the garbage rooms.
 - leave garden waste on the lawn or pathways.
- Each building has recycling containers for newspapers and magazines, glass and tins.
 - All paper products such as newspapers, magazines, books and flattened cardboard containers go into the blue box.
 - Plastic food containers, glass food containers, cardboard dairy/juice containers, food cans and plastic bags go in the recycling container.
 - All containers must be thoroughly rinsed.
- Do not put Styrofoam in the building recycling containers (except in buildings where volunteers are collecting it). Bag it and use the regular garbage chute. Or take the Styrofoam to the Kirkland municipal yard on Claude-Jodoin Street.
- Consult the notice boards for the general rules concerning garbage disposal and recycling.
- Co-owners must follow the Kirkland Bylaws and rules relating to waste disposal as they apply to Summerhill.

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GARDEN HOME DOORS

- Doors of the Garden Homes can only be painted black or white.

LAWNS and ANIMALS

- Feeding of wild animals with the exception of the use of birdfeeders is not permitted. Not only is the feeding of wildlife a violation of Summerhill's Rules and Regulations, it is also a violation of a Town of Kirkland by-law **(Gen-2020-54): Section 39:**

It is forbidden to feed or to allow food to be offered to pigeons, gulls, seagulls, squirrels, stray animals, ducks or any other wild animal. However, it is allowed to feed wild birds, with the exception of the species outlined in the first paragraph, using a bird feeder and without causing nuisance to the neighbourhood.

- Gardens must be maintained to the standards of all the gardens at Summerhill.
- No permanent installations of any kind such as a fence are authorized.
- Pet owners must comply with the City of Kirkland animal Bylaws. Complaints regarding domestic pets should be directed to the City of Kirkland.
- Garden hoses must be properly re-coiled on their holders after use.
- Any objects that may impede the grass cutting work need to be removed on the day it is scheduled each week.
- The Syndicate and its employees are not responsible for items left on and around common areas.
- Each co-owner is responsible for removing personal items from common areas in the evenings.

PATIOS

- The maintenance and repair of patio gates are co-owner responsibilities. Paint will be provided by the Syndicate.
- The maintenance and repair of patio fences are Syndicate responsibilities.
- Patios are not to be used for storage. Only barbecues and patio furniture are permitted on patios.
- Tires are not allowed to be stored on the patios.
- Co-owners may not hang towels, carpets or any articles whatsoever on the gates or fences to dry.

POOLS

- The Pool Rules which are prominently posted in the two pool areas must be followed. These rules are also available at the Office.

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PLUMBING

- DO NOT flush disinfecting wipes or paper towels down the toilet (toss dirty wipes in the garbage) and DO NOT dispose of cooking oil down sinks (this could eventually cause sewage back-ups into your unit!)

RENOVATIONS

- Any dirt and debris in common areas must be cleaned up and all waste materials must be removed by the co-owner.
- Storage of renovation materials for a period over 2 weeks must be inside a co-owner's unit, not on the patio. Short-term storage on a patio (less than 2 weeks) while work is ongoing is acceptable.

SEASONAL LIGHTS AND DECORATIONS

- All seasonal decorations can only be displayed between December 1st and January 30th.
- Moderation with lights and consideration of other co-owners should be of prime concern.
- Should extreme weather not permit the removal as of January 30th, outdoor lighting may not be turned on after this date.
- Running temporary electrical cords across public walkways is not permitted.

SIGNS

- It is forbidden to hang signs on any exterior wall or on patio fences; signs may not be placed in windows.
- It is permitted to place door numbers on patio fences.

STORAGE AREAS

- Bicycles must be clearly identified and registered with the main office and stored only in building bicycle rooms or in the co-owner's unit.
- Bicycle rooms are not to be used for general storage. Co-owners must store their belongings within their own unit.

TENANTS

- When renting or leasing a unit, all tenants must abide by the Declaration of Co-ownership and all the Rules and Regulations.
- Each tenant and unit co-owner must sign the **agreement below** at the signing of the lease.
- Copies of this document can be obtained at the Office and the signed and completed document must be presented to the Office where it will be held in the file of the tenant and the co-owner.

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TENANT AGREEMENT

We, the undersigned, _____, tenants of
_____, Kirkland, Quebec, affirm that we and
those who live with us, our guests, contractors and anyone who uses the rented exclusive
portion and the common areas of Summerhill Park Condominium have read and will respect
the Declaration of
Co-ownership and the internal rules and regulations as laid out by the Syndicate.

Date: _____

Tenant signatures: _____

Tenant email address: _____

Tenant phone number: _____

Co-owner signature: _____

Co-owner email address: _____

Co-owner phone number: _____

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