

# GLAMIS TERRACE RENOVATION POLICY

## **ATT: All Glamis Terrace Residents**

Occupant health and safety are paramount to the Board, as such we have outlined our full Renovation Policy including high VOC finishes in keeping with our current Bylaws.

The Renovation Application Form can be found included below.

Please note the following renovations to your Unit **require pre-approval from the Board** before work can commence:

- **Decks and landscaping**
- **Installing air conditioners and hot water tanks**
- **Flooring**
- **Plumbing**
- **Electrical**
- **Structural**
- **Using a high VOC finish**
- *Furnaces (please send in copy of permit and inspection after installation)*

In the event that work commences on your unit without prior approval, you will be asked to halt work and submit a Renovation Application.

## **What qualifies as a VOC?**

Volatile organic compounds are compounds that have a high vapor pressure and low water solubility. Many VOCs are human-made chemicals that are used and produced in the manufacture of paints, sealants, stains, and lacquers. As they are volatile, they contribute to air pollution and may harm occupant health.

## **What is a high VOC level for paint?**

**High VOC 50 g/l — 250 g/l**

Low VOC Less than 50 g/l

No VOC Less than 5 g/l

You can find the level of VOCs in your paint, stains, and finishes by checking the manufacturer specification sheet of the product, this is required to be disclosed to the consumer.

**In the event of your selecting a HIGH VOC product over 250 g/l, we kindly ask the finish to be applied offsite so that the chemical odors do not seep into your neighbor's unit.**

**If this is not possible, please submit the Renovation Application** ahead of the work, identifying the product to be used, application technique (whether painted or sprayed), and date of work scheduled. The Board will then advise of proper ventilation procedure for your product, should it be deemed safe to use in a residential application.

If you begin work on your unit which involves high VOC finishes without proper approval, you will be financially responsible for the cost of properly ventilating any affected units.

Should you have any questions please contact Blue Jean Condo Management via [glamisterrace@bluejeancm.com](mailto:glamisterrace@bluejeancm.com).

We thank you for your cooperation!

*-Glamis Terrace Board of Directors*



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I/We \_\_\_\_\_ hereby acknowledge and accept:

- Responsibility for any damage caused to common areas as a result of my Unit renovation.
- In the event damages occur, I will forward payment within 30 days of receipt of an invoice for repairs.
- I/We shall make the installation(s) at my/our expense and at my/our risk;
- I/We shall ensure that this installation conforms with the current Alberta Building Code and all provisions of the Corporation's By-laws and Policies and any other conditions set out herein;
- I/We shall complete this installation as it is described above and on the attached sketch and in any other information included or added hereto, including all conditions and stipulations set out by the Board;
- I/We shall pay on demand any additional insurance costs that are charged to the Corporation by reason of the installation and any other costs incurred by the Corporation as a consequence of this undertaking;
- I/We shall hold the Corporation harmless from any claim, damage or expense that may in any way occur by reason of the installation or by the Corporation incurring costs of maintenance or the removal of the installation and restoration of the property as may be required by the Board and that I/we fail to perform as requested;
- I/We agree that the Corporation shall not be responsible for any repairs or maintenance costs for the installation, and that these responsibilities and costs shall be borne entirely by me/us. I/We also agree to maintain the installation to any standard that the Board may establish from time to time;
- I/We agree that the Corporation may deliver any notice signifying its displeasure by delivery of a written notice to the property and I/we agree to comply with the Corporation's requirements within seven days of delivery of this notice, after which date the Board may act at my/our expense without further notice to me/us;
- I/We agree that this undertaking is an indemnity that is both real and personal, and as such is binding on me/us, on my/our estate and on any subsequent owner of the property. To that end, the Corporation may cause a caveat to be registered against the title to this property;
- I/We agree that the installation must be completed within ninety (90) days of the Approval Date unless otherwise specified in the application.
- I/We agree to enforce any trade to follow the parking guidelines for the property.
- I/We agree to ensure and enforce no trade to utilize Common Property for any reason.
- I/We will ensure all construction waste is disposed of off-site.
- I/We agree that if we remove the improvement/renovated item upon sale of the Unit, to restore the property to pre improvement/renovated state.
- **I/We agree that if we make changes/additions to the above request without prior approval; that the approval is immediately VOID. I/We agree that the Board may request the immediate removal of the project entirely, and at our cost as a result. Failure to comply in 30 days will result in the Board proceeding with the removal at our cost.**



We, the Owners of the subject unit, hereby agree to the terms and conditions stated above and certify that the information provided in this Improvement/Renovation Request Form is complete and accurate to the best of our knowledge and ability.

Owners Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owners Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**For Office Use Only**

Approved \_\_\_\_\_  
Yes or No

\_\_\_\_\_  
Name: Board Member or Condo Manager

\_\_\_\_\_  
Approval signature

Denied \_\_\_\_\_  
Yes or No

Additional comments/requirements on approval and/or reason for denial: