



# **A L T E R A T I O N TO STRATA LOT APPLICATION**

(With or Without  
Modifications to *Common Property* or *Limited Common Property*)

All of the following information is necessary to facilitate a thorough evaluation and timely decision on your application.

BUILDING: Poplar \_\_\_ Willow \_\_\_ Birch \_\_\_ UNIT: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

## **SCOPE OF WORK:**

PROPOSED START DATE: \_\_\_\_\_ DURATION: \_\_\_\_\_ WORK

WILL INCLUDE MODIFICATIONS TO:

Structure / Framing: Y / N Walls Forming Perimeter of Suite: Y / N Building Exterior: Y / N Walls

Separating Elevator Shaft: Y / N Balconies: Y / N Floors: Y / N Exterior Doors and/or windows:

Y / N Ceilings: Y / N Plumbing/Mechanical: Y / N Electrical: Y / N

PROVIDE A DETAILED DESCRIPTION OF THE WORK (Attach photos, drawings or other information if that helps convey the extent of the work):

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# DECLARATION BY OWNER

1. All work carried out shall be in compliance with all applicable codes, standards, regulations and Strata Bylaws.
2. The Owner is responsible for submission to the Village of Radium Hot Springs and other authorities having jurisdiction to obtain permits, approvals and inspections as may be required.
3. Any changes in the scope of the work will be submitted to the Board and the Village of Radium Hot Springs (if applicable) for review and permission obtained to proceed with the work before doing any work that differs from the original submission.
4. Electrical work will be carried out by experienced licensed individuals/tradespersons to meet Electrical Code. Obtaining permits and inspections for electrical work and any associated cost is the responsibility of the Owner.
5. Names, addresses and contact information for all contractors including WCB number and proof of insurance will be submitted to the Strata Board/Strata Corp.
6. Mechanical and Plumbing work will be carried out by experienced individuals/tradespersons to meet HVAC /Plumbing Code. Obtaining permits and inspections for work and any associated cost is the responsibility of the Owner.
7. The Owner is responsible for engaging Registered Professional Engineers and/or Architects as may be required for consultation on proposed modifications to common assets and bearing the cost of same. A copy of all reports/documentation will be provided to the Board for record purposes.
8. Any modifications to fire alarm, sprinkler or other common asset systems of buildings must be carried out by Professionals/Contractors of the Board's choice with all costs borne by the Owner.
9. Where modifications are being made to common assets (ie: building exterior), the Owner is required to return all elements to the prior to construction state if/when modifications (ie: awnings, screens) are removed at their cost and only with the approval of the Board.
10. All construction waste shall be removed from the area outside of the Owner's suite immediately and disposed of off-site at the expense of the Owner. Use of Strata waste bins for disposal of construction waste will not be tolerated.
11. The Owner is responsible for the cost of cleaning or repairs to common areas/assets necessitated by the renovation work.
12. The Owner will amend their Home Owner's insurance policy to increase the *Betterment and Improvement* coverage to include the alteration, with proof provided to the Strata Board/Strata Corp.
13. The Owner will notify all prospective purchasers that the alteration is the owner's improvement and that the repair and maintenance of the alteration is the responsibility of the new owner.
14. The Owner agrees to be liable for all expenses related to the alteration and will maintain and repair the alteration, including costs of legal services, professional consulting, abatement and any related penalties resulting from environmental infractions.
15. Flooring modifications shall meet or exceed an IIC 70 and STC 65 to reduce noise transmission between levels.
16. All alterations shall only be carried out between the hours of 8:00 a.m. and 5:00 p.m., Monday through Saturday, excluding statutory holidays.

Name: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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