

CITADEL POINTE – Strata Plan LMS3766
678/688 Citadel Drive, Port Coquitlam BC

Owner Application for the installation of an air conditioning system.

Air conditioning systems were not included by the developer as part of the original construction of Citadel Pointe, however, some owners wish to have air conditioners installed in their units. The by-laws of Citadel Pointe allow for such installation provided the installation meets the requirements that Council sets and is approved in advance of the installation by Council. By-law 5(12) states:

Hot tubs and central air conditioners will be allowed, providing they are properly installed in accordance with the strata corporation's requirements for structural support and penetration to the exterior of the building. Application must be made to the strata council for permission prior to installation.

The Strata Corporation's concerns with respect to the installation of air conditioning systems are related to penetration of the building envelope, noise and appearance. Council has established the following requirements:

- (1) the building envelope shall not be adversely affected by the installation. Therefore, if the building envelope must be penetrated the work must be done by a qualified person and the seal of the building envelope must be reestablished. Further, the installation, including the building envelope, must be warranted by the installation contractor;
- (2) piping must not be located inside common or exterior walls;
- (3) noise emitted by the air conditioning systems must not disturb the peace and tranquility of other owners. Therefore, air conditioning systems must be ultra quiet – Lennox Model XP-15, 64 db or equivalent and the unit must be located to minimize the noise level to neighboring units;
- (4) the installation portion external to the building must not be unsightly, it must be painted a colour which blends with the building exterior and, to the extent possible, it must be screened from view; and
- (5) permission must be granted by the owners of nearby strata units.

The following information must be provided with and forms part of this application.

- (1) A building outline that shows the proposed location and identifies neighbours within 20m;
- (2) a specification sheet of the proposed air conditioning unit that clearly shows the proposed unit's noise level and colour;
- (3) installation proposal from a qualified installation contractor;
- (4) a description and detailed drawings from the contractor showing how the contractor proposes to connect the external portions of the air conditioning system with the internal portions and how he or she proposes to retain the integrity of the building envelope;
- (5) owners of those strata units that are within 20m of the external portion of the air conditioning system must agree to this application by signing the application on page 3; and

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(6) the following information:

- a. name of owner: _____
- b. strata unit number: _____
- c. daytime phone number: _____
- d. evening phone number: _____
- e. proposed date of installation: _____
- f. installation contractor: _____
- g. contractors address: _____
- h. contractor's phone number: _____
- i. manufacture of AC system: _____
- j. model of AC system: _____
- k. noise level of AC system: _____
- l. other contractor installations: _____

Applications will only be considered for approval at regular council meetings. To be considered at a council meeting a completed, and signed, application form and all ancillary information must be submitted to Vancouver Condo at least 1 week before the council meeting. Council meetings are normally held on the fourth Tuesday of each month, but the meeting schedule may be changed without notice.

If approved, the undersigned agrees to have the air conditioning system installed as described in the application and remains responsible for the integrity of the installation and warrants that the building envelope has not been degraded by the installation. The undersigned agrees to advise Vancouver Condo when the installation has been completed.

Signed on this _____ day of _____, 200____.

Signature: _____ Printed name: _____

The owner will be notified by letter if this application is approved or if it is not approved.

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The following units are within 20m of the proposed air conditioner installation and the owners of these units agree to the installation of the air conditioning systems proposed in this application.

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____

Owner name: _____ ; Unit No: _____

Signature: _____ ; Date: _____

Comment: _____