Dear Owner

Once you have received approval for your 4 compliance certificates (5 if you want AC) you should notify the SOC of the date that you or your tenant(s) are taking up occupancy. Certificate templates can be downloaded from this site.

As you are aware, there are ongoing major building works in progress at Skye Tamarama and it is essential that there is no disruption to the progress of these works. As a consequence, owners or their tenants, who choose to reside in the building, **will not have full access to facilities** until these works are complete. This document will keep you updated of the progress of getting services connected and running.

Before occupants can move in, you (or your tenants) must agree to conditions that are in place for the benefit and safety of all stakeholders in this project. Please keep in mind that at this time, we have **staged OC** only, which effectively means that you will be living close to part of the building that does not have OC and is a designated worksite. It is essential that residents do not bring any unwanted attention to the occupation of the building, as the staged OC may be revoked at any time. The following is an extract from NSW Department of Planning, Industry & Environment website.

An OC for part of a partially completed building will only be issued for occupiable parts of a building or development. For this OC to be issued, the incomplete building works must not pose a health and safety risk to the occupants and any preconditions to the issue of an OC for that part specified in the development consent must be met.

An OC for part of the partially completed building only authorises the occupation and use of the portion of the building to which the certificate relates. The certifier must clearly identify in the partial OC the portion of the development which is covered by the partial OC.

**INFORMATION FOR RESIDENTS OF THE BUILDING DURING STAGED OC**

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| Building Manager | Simon StrumSimon’s email is sp1731bm@gmail.com |
| Non Accessible Areas | It is not appropriate for anyone to enter another person’s apartment without the owner’s consent. If you want to see how another owner is renovating, you must first get permission. Otherwise, you are trespassing and ignoring safety protocols.  |
| Alimak Use | The alimak is available to owners from 8.00 – 4.00 on weekdays and 8.00 to 2.30 on Saturdays. Owners may book the alimak to transport heavy items to apartments. If the alimak is available, residents may buzz the operator to transfer them to/from their apartment levels (booking not required). The alimak will be decommissioned when Penthouses are complete, therefore it is advisable to get bulky items into your apartment asap. |
| Lifts | LIMITED ACCESSTo eliminate the risk of damage and costly repairs, the builders have advised that the lifts should remain deactivated until the penthouses are completed and sold, and the alimak has been decommissioned.However, in an effort to reduce inconvenience to occupants, the front lift will be operating during the hours that the alimak is not operating. Craig will switch it on when the builders leave at the end of each working day and off when the builders return to site at the start of each working day. Although there will be some lift protection in place, it is impossible to protect the doors. Therefore, it is critical that users do not transport bulky furniture or heavy equipment in the lift. The lift will be deactivated immediately if any owner or their tenant is observed transporting inappropriate cargo. A rule of thumb – if you alone can’t carry it into the lift; use the alimak.The alimak is available 6 days a week for transporting heavy goods. |
| Thermal Detector | Will be reactivated for the building when the builders leave at the end of each working day and deactivated when the builders return to site at the start of each working day.  |
|  Building Activities | DO NOT CARRY OUT NOISY BUILDING ACTIVITIES AFTER HOURS OR ON SUNDAYSNeighbours have already lodged complaints that power tools have been heard outside these hours. If a neighbour escalates their complaint to the council, there may be further implications for our staged OC. Noisy or dirty building activities may not be carried out at any time other than regular site building hours from 8.00 – 4.00 on weekdays and 8.00 to 2.30 on Saturdays. Do not cut tiles or raise building dust in common walkways or wash building debris into drains. Apartment doors are often left open, and dust may activate the thermal detectors.If a thermal detector is activated because of building works dust and the fire services attend, the apartment owner will be required to pay the false alarm fee of $1,600. |
| Car Parking | LIMITED ACCESSYou can park anywhere on level 2, but cannot enter or exit outside of building hours as the front gate to site must remain padlocked when the builders are not onsite:Weekdays: 4.00 pm to 7.00 am on weekdays Weekends: 2.30 on Saturday to 7.00 am on Monday. This is both a safety and an insurance requirement. If you need to use your car between these times, you must park on the street. It should be noted that this is also an ongoing building site and there can be no guarantees that dust and debris will not be disturbed around the area. |
| Hot Water | NOT AVAILABLE YETThe mechanism is located in the riser outside your apartment. It is essential that your qualified tradesperson has checked that no pipes have been left uncapped before turning on hot or cold water. Recently a flooding incident occurred when a water pipe was inadvertently left uncapped.SPMA have indicated that the hot water supply is a Buildcorp issue and that it is necessary to engage a hydraulic engineer to activate the hot water system, this is being handled as swiftly as possible. |
| Door and Window Locks | Defects have been noted which are now being addressed by the Buildcorp who will attend to all defects in turn.  |
| Internet Access (Opticomm) | Steps to getting connected:<https://www.opticomm.com.au/residents/moving-into-an-opticomm-connected-community/> |
| Gas/Water | The mechanism is located in the riser outside your apartment. Gas and (cold) water are both currently available. |
| Australia Post and Mail Delivery | NOT AVAILABLE YETWith the building currently being a worksite, the mail is not being delivered. Resumption of mail delivery will require completion of the facade of the building. |
| Council Bins | The garbage rooms are now stocked with multiple bins of all colours for recycling and regular rubbish, the council are collecting the rubbish on a regular schedule. The cleaners put the bins out on a Wednesday Afternoon for a Thursday morning pickup. We are currently talking to council about additional signage so that it is clear which bin serves which purpose.  |
| Visitor ParkingStorage Cage | NOT AVAILABLE YETNot available until penthouses are completed and full OC granted.  |
| Shared Laundry | NOT AVAILABLE YETSimon has found a company that is willing to provide laundry equipment to the building for free and will also provide 30% of all funds earned by the machines back to the building, this has saved a significant outlay of funds and provided an income to the building going forward, however this company requires a majority of units to be occupied before installing their machines to make the installation commercially viable. This facility is ready to go as soon as we reach 50% occupancy. |
| Visitors | Please keep visitors to a minimum during this period of staged OC. Never let visitors wander around the building.  |
|  Pets In Residence | If you want to keep a pet, you must complete and submit a SCA Pet Application to the Strata Manager. The form is available from the Strata Manager or the website <https://hello42268.wixsite.com/skye-tamarama>.It is recommended that pets are not in residence during the major construction period, as access to common areas is strictly limited. Animals must be on-leash when on common property. |
| Problems/Concerns | Report to the building manager. |
| FINAL WORD | Always act responsibly onsite.If the Building Commission has any reason to suspect that the staged OC conditions are not being met, he can shut down the site. And unfortunately, we all know what that means! |