

APPENDIX J

IMPROVEMENTS POLICY

If the member wishes to make alterations other than painting or minor redecorating, he/she shall submit his/her proposals in writing to the Maintenance Committee describing the alterations he/she wishes to make. Painting and minor redecorating do not require applications or approval by the Co-op. Major alterations may be approved or rejected by the Maintenance Committee. Major alterations shall be referred to the Board of Directors of approval or rejection. The cost of any such alterations shall be borne by the member. The Maintenance Committee will decide whether the alterations is major or minor.

All alterations must comply with municipal, provincial and federal building codes. The alterations, upon inspection, must be of professional quality. If the alterations fail to meet these standards, they must be approved by the Member or by the Co-op at the Member's expense.

Any Agreement made between the Co-op and the Member, in respect to alterations, will set out all conditions and specifications for the alteration.

The Co-op may, in accordance with its policy on reimbursement established by the general membership, reimburse the member for the alterations left on the site by the Member. If the Member decides, upon inspection, that the alterations are not required to be removed, the home must be left in the same condition as prior to the alterations being made. The Co-op may, in accordance with its policy, reimburse the Member for removal of the alterations.

Any required permits, inspections and special insurance must be obtained by the Member.