

# peter street

## CONDOMINIUMS



## HOMEOWNER'S **GUIDE**

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# CENTRECOURT DEVELOPMENTS

## Welcomes You To Your Beautiful New Home At Peter Street Condos

Thank you for choosing CentreCourt Developments as your new home builder. At CentreCourt, we are committed to being the best condominium developer in Toronto by providing great design, quality and customer service. We take the trust you have placed in us very seriously and now that you have moved in, we are focused on making the transition into your new home as easy and enjoyable as possible.

This Homeowner's Guide has been created to provide you with answers to the most commonly asked questions concerning your home on topics ranging from building access to maintenance and repairs. We encourage you to take the time to carefully read and review this Homeowner's Guide to gain a better understanding of your home and the building. Furthermore, there are a number of valuable tips in this Homeowner's Guide that will help you to properly care for your home, thereby allowing it to look and function at its best for many years to come.

Should you have further questions or need additional information beyond what is covered in this Guide, please do not hesitate to contact our Customer Care Team at **416 987-8765**. We are happy to answer your questions, no matter how big or small.

We wish you all the best as you make Peter Street Condos your new home!

Sincerely,



Andrew Hoffman  
President  
CentreCourt Developments

# CONTACT INFORMATION

## Customer Care

CentreCourt Developments is committed to providing you with the highest level of customer service. The role of our Customer Care Team is to answer any questions you may have regarding your home and any outstanding service issues.

Please find below contact information for our Customer Care Team.



## Contact Info

**Hours of Operation:** Monday to Friday, 9:00 a.m. to 5:00 p.m.  
**Phone:** 416-987-8765  
**E-mail:** [pscondominiums@centrecourtdevelopments.com](mailto:pscondominiums@centrecourtdevelopments.com)  
**Address:** 208 Adelaide Street West, Suite 300, Toronto, ON M5H 1W7

# Property Management

FirstService Residential, North America's leading residential property manager, will be managing Peter Street Condos and has a property management office on the 4th floor of Peter Street Condos. Please find below contact information for the Property Management Team at Peter Street Condos.

FirstService Residential has developed an online website exclusively for the residents of Peter Street Condos. This website will serve as a portal for residents to download various condominium documents (e.g. Declaration, By-laws, Rules etc.), book amenity rooms, reserve elevators for move-ins, reserve the guest suite and stay abreast of the latest news at Peter Street Condos. This website can be found at:

**<http://ontario.fsrconnect.ca/PeterStreet>**

**Property Management Office:** 4<sup>TH</sup> Floor, Peter Street Condos  
**Hours of Operation:** Monday to Friday, 9:00 a.m. to 5:00 p.m.  
**Phone:** 416-792-0918

Property Management will be in touch with each unit owner directly to provide log-in and password information.

If you have any emergency after business hours and require Property Management personnel, please contact FirstService Residential's 24/7 Care line at **1-855-244-8854**. For all general emergencies, please call **911**.

# Concierge

Peter Street Condos enjoys a 24-hour per day professional concierge service. The Concierge is responsible for access control of all guests to the property, acceptance of deliveries for residents and oversight of building safety and security.

Please find below contact information for the Concierge at Peter Street Condos:

**Telephone:** 416-597-2925  
**E-mail:** [peterstreet.frontdesk@fsresidential.com](mailto:peterstreet.frontdesk@fsresidential.com)



# ACCESS

Your access fob will provide entry to the building. An access fob works by placing it close to one of the readers mounted next to the doors. You will be provided with two access fobs at the time that you pick up your keys for occupancy. If you need to purchase an additional fob or replacement access fob, please contact Property Management. During interim occupancy, only registered residents will be able to purchase additional fobs.

If an access fob is lost or stolen, you must report it immediately to Property Management or the Concierge. The missing fob will be deactivated to avoid illegal entry into the building.

Visitors must use the enter-phone system located in the residential lobby in order to contact the resident that they are visiting. Homeowners should complete the Resident Information Form with the landline or cell phone number and provide same to the Property Manager or Concierge in order to program the enter-phone system. All visitors will need to register with the Concierge before entering the property.



# SECURITY

In order to ensure the safety of all residents, the following steps should be taken:

- Do not let any strangers in behind you when entering or exiting the building
- Do not leave access fobs/keys in your car
- Use your access fob every time you enter the building
- If you lose your access fobs/keys or they are stolen, contact the Concierge immediately to deactivate any missing access fobs

If you feel there is a threat or an emergency while you are in the residents' garage, press one of the panic buttons located within the parking garage. At that time, security will be notified of an alarm through the computer system and a channel of communication to the area will be opened.

## The Parking Garage

Access to the residents parking area is gained by using the garage door remote provided to each owner of a parking unit. There are two overhead gates (one at the main entrance to the parking garage and one between the P1 and P2 level) that are required to be opened by two distinct buttons at the top of the garage door remote. Please note that the garage door remote also works as an access fob.

All purchasers of parking spaces will be provided with one garage door remote. If you need to purchase an additional garage door remote, please contact Property Management.





# COMMON AREAS

## Amenities

For amenity hours of operation and booking instructions, please check in with Property Management or the Concierge. During the initial occupancy period, all amenities may not be ready. With respect to the use of amenities, please note the following:

- Guests must be accompanied by the resident at all times;
- Children under the age of 12 are not permitted in the amenity areas unless accompanied by an adult resident not under 18 years of age;
- Pets are not permitted in the facilities; and
- Residents or guests are not permitted to smoke in amenity areas.

## Balconies, Terraces and Windows

With respect to the use of balconies, terraces and windows, please note the following:

- Barbecues are not permitted on balconies or terraces
- No awnings or shades may be erected over or outside of the windows, balconies or terraces
- Nothing may be placed on the outside of the windowsills or projections of any suite
- Nothing may be thrown out of the windows or doors of the building or from any balconies or terraces (including, for example, cigarette butts, bottle caps or garbage)
- No mops or brooms, bedding, etc. shall be shaken from any window or door
- Seasonal plants are allowed provided they are in planters with drainage trays. However, no hanging planters or plants that hang over a balcony/terrace are permitted
- No lights are permitted to be strung or affixed to the exterior walls of any balconies/terraces or railings
- Wash your balcony or terrace with a damp mop only. No water is permitted to overflow from the balcony/terrace as it may cause damage to and/or inconvenience the neighbours below
- Window curtains should be either white or off-white when viewed from the outside



# MOVING AND DELIVERIES

## Booking Elevator

Prior to any move-in or delivery of large furniture, you will be required to book the move-in elevator by calling FirstService's 24-hour customer service number at **1-855-244-8854**.

During the initial occupancy of the building, there will be multiple move-ins scheduled on each day and you will be given a two-hour window for your move-in. Reservations are made on a first come first serve basis. In addition, you will also be required to book the elevator for any large deliveries following your move-in.

For any deliveries after your move-in date, you must book the service elevator through the online portal at least two days in advance and instruct the deliverer to check-in with concierge. You will also be required to inspect the service elevator and adjacent common elements immediately prior to and following its use. Any damage noted during the re-inspection that was not noted on the initial inspection shall be deemed the responsibility of the homeowner. The Property Manager will assess the cost of repairs (which includes any extra cleaning) and invoice appropriate charges to the homeowner.

## Mail Delivery

### **The mailing address of Peter Street Condos is:**

101 Peter Street  
Toronto, Ontario  
M5V 1R4

When Canada Post commences service to the building, mail can be picked up in the mailroom located adjacent to the concierge desk in the lobby. Large parcels and deliveries will be held by Concierge. Please ensure that all mail has your name and suite number.

# GARBAGE AND RECYCLING DISPOSAL

The garbage chute room is located on the west side of each residential floor. For the consideration of other residents, the garbage and recycling disposal room is only to be used between the hours of 8:00 a.m. and 10:00 p.m. Nothing is to be left on the floor of the disposal room at any time.

Peter Street utilizes a dual-chute system, with one chute used for recycling and organic waste and the other chute used for garbage. The chute that is used for recycling and organic waste can be set to accept either recycling or organic waste by switching the button located above the chute door.

All garbage must be properly drained and double-bagged to prevent any odour, mess or damage during its passage through the garbage chute located on each floor. All garbage must be firmly pushed through the chute and not left in the access area. Cardboard boxes must be broken down and/or flattened and brought downstairs to the garbage and recycling room.

**The following items should not go down the garbage chute as they may cause blockages or damage to the vertical chute:**

- Bulk items
- Large boxes, move-in cartons, etc.
- Paint
- Flammable/combustible items/hazardous materials
- Furniture
- Kitty litter

**The abovementioned items should be taken down to the garbage/recycling room located on the ground floor and manually disposed in the appropriate bin.**



# RESIDENT PARKING

When entering or leaving the premises, please drive safely and at a speed of no more than 10 km/h and adhere to all posted signs. When entering the garage, you must use your garage door remote. Please park within the lines of your parking space. Please lock your vehicle at all times and avoid leaving valuables inside.

Property Management will require the licence plate numbers for all vehicles parking in the garage to ensure that vehicles are parking in their appropriate location. Vehicles parked in unauthorized spots will be ticketed and/or towed at the owner's expense. If an unauthorized vehicle parks in your designated spot, please contact the Concierge immediately.

Vehicle repairs, washing, oil changes and storage of items or non-functional vehicles are not permitted in

the parking areas. Parking spaces are for vehicles only and are not to be used as storage for any items. Items left in the garage will be removed and may be discarded without notice. For parking spaces with bicycle hooks along the front of the parking space, the bicycle hooks are only to be used for the placement of a bicycle and not for any other purpose.

If oil leaks or spills, please notify Property Management and clean the leaks or spills with soap and water or place an absorbent material on the spot to soak up the spill and clean up at a later date. Leaks left for any lengthy period of time may result in damage to the surface of the parking garage. It is the responsibility of the homeowner to repair the surface to its original condition.

# Bicycle/Storage Units

Access to bicycle/storage locker rooms will be provided by a locker room key, which will be provided at the time that you take occupancy. A lock must be placed on your specific bicycle/storage unit within the locker room at all times.

It is your responsibility to ensure that all articles stored in the bicycle/storage units are kept below any sprinklers, plumbing or other piping located under the ceiling slab and below the level established by applicable codes identified in the locker room.

Bicycles that are being stored in bicycle/storage units are to be brought into and out of the building through the rear-loading moving elevator accessible through the loading entrance along the north side of the property. Bicycles are not to be brought through the main residential lobby entrance.

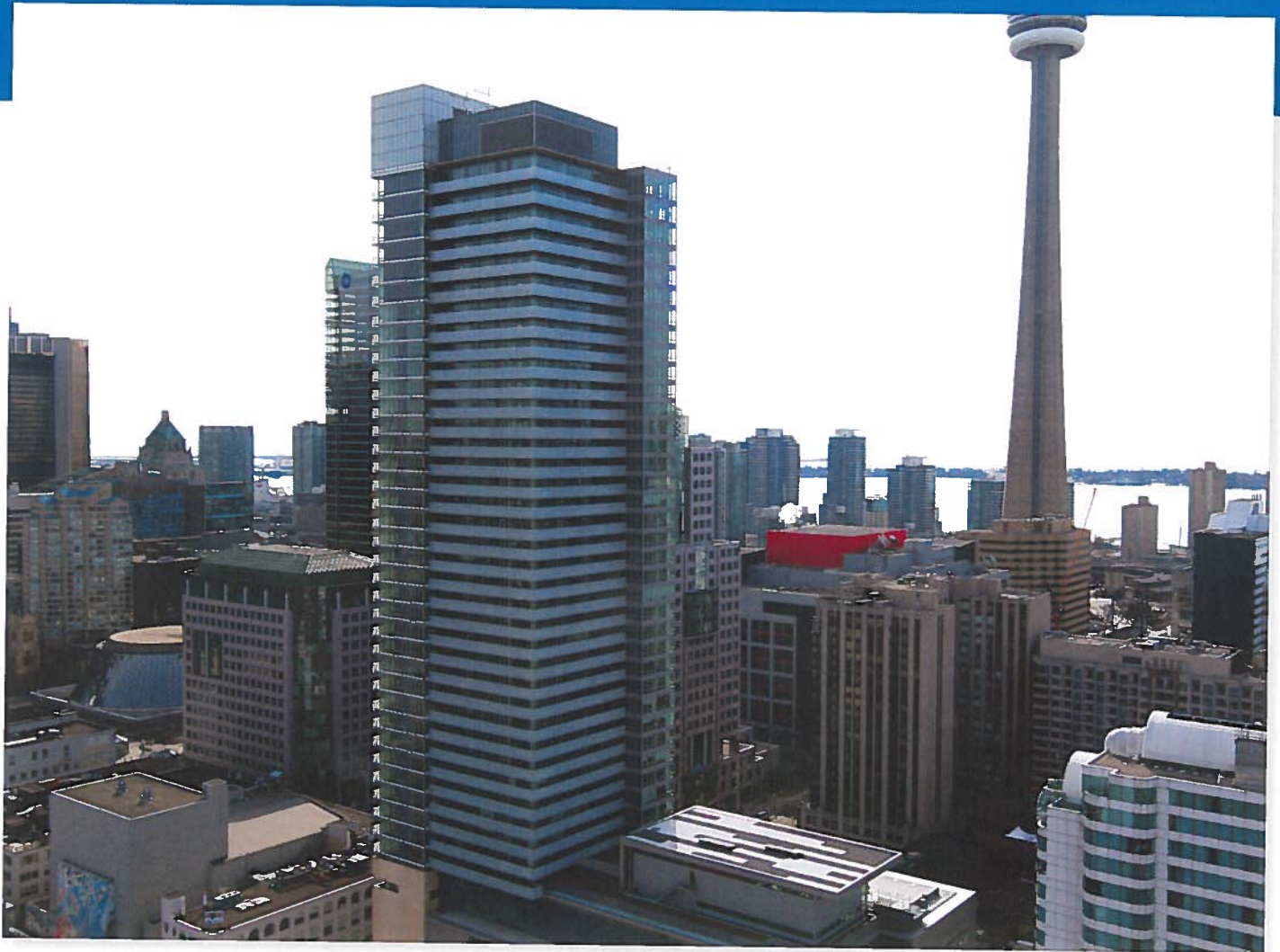
Storage of gasoline, propane or any other combustible material within a bicycle/storage unit is prohibited.





# MAINTENANCE AND REPAIR

The following table outlines whether the homeowner or the Condominium Corporation is responsible for the ongoing maintenance and repair of various aspects of your suite and the building.



Item	Responsibilities	Responsible Entity
<b>Plumbing and related systems and components</b>	All maintenance, repair and replacement of all or any portion of the system exclusively serving a subject unit and situated within the unit (excluding suite shut off valves).	Homeowner
	All maintenance, repair and replacement of all or any portion of the system serving more than one unit and/or the common elements, or situated outside the unit boundaries, as well as suite shut off valves.	Condominium Corporation
<b>Electrical and related systems and components</b>	All maintenance, repair and replacement of all or any portion of the system exclusively serving a subject unit and situated within the unit (excluding individual suite pane disconnect).	Homeowner
	All maintenance, repair and replacement of all or any portion of the system serving more than one unit and/or the common elements, or situated outside the unit, as well as individual suite pane disconnect.	Condominium Corporation
<b>Heating/Cooling and related systems and components</b>	All maintenance, repair and replacement of all or any portion of the system exclusively serving a subject unit and situated within the unit (including fan coil units, filters, etc.).	Homeowner
	All maintenance, repair and replacement of all or any portion of the system serving more than one unit and/or the common elements, or situated outside the unit.	Condominium Corporation
<b>Building, exterior roof, vertical walls, foundations, corridors, lobbies and common areas</b>	Maintenance, repair and/or replacement.	Condominium Corporation
<b>Patios/Terraces</b>	Major maintenance and repair.	Condominium Corporation
<b>Windows, glass balcony, railings</b>	Cleaning of interior surfaces serving the units, and the cleaning of all exterior surfaces accessible by patio, terrace or balcony, including railings, plus breakage of any windows through the unit owner's/tenant's negligence.	Homeowner
<b>Windows</b>	All exterior surfaces, except those accessible by patio, terrace or balcony, and other common elements' windows.	Condominium Corporation
<b>All entry doors and door frames to dwelling units</b>	All repairs except those caused by dwelling unit Owner's and/or tenant's negligence. Maintenance of exterior.	Condominium Corporation
	Maintenance of interior.	Homeowner
<b>Doors situated within dwelling units (including all interior surfaces, locks, frames, hinges and hardware on doors providing access to dwelling units)</b>	Maintenance, repair and replacement.	Homeowner
<b>Parking Garage</b>	Maintenance, repair and replacement.	Condominium Corporation
<b>Parking Spaces</b>	Upkeep and general tidiness of individual parking spaces.	Homeowner
<b>Bicycle/Storage Units</b>	Maintenance, repair and replacement.	Condominium Corporation
	Upkeep and cleaning of individual bicycle/storage units.	Homeowner



# Appliances

Maintenance and repair of all appliances are the owner's responsibility. Included within your suite at the time of Occupancy are instruction manuals for each of the appliances noted below. For ease of reference, the table below provides you with manufacturer and model information for all of the major appliances within your suite as well as a link to the online manual.

We recommend you read and follow the instructions contained in the operating manuals for each appliance. Also, please note that in order to initiate the warranty for some of the appliances noted below, you may need to send the completed warranty documents to the manufacturer.

Item	Manufacturer	Model	Manual	Telephone
Washer	Whirlpool	WFC7500VW2	<a href="http://www.whirlpool.com/digitalassets/WFC7500VW/Use%20and%20Care_EN.pdf">http://www.whirlpool.com/digitalassets/WFC7500VW/Use%20and%20Care_EN.pdf</a>	1-800-253-1301
Dryer	Whirlpool	YWED7500VW	<a href="http://www.whirlpool.com/digitalassets/MLPDF/Use%20and%20Care%20Guide%20-%20W10189311.pdf">http://www.whirlpool.com/digitalassets/MLPDF/Use%20and%20Care%20Guide%20-%20W10189311.pdf</a>	1-800-253-1301
Cooktop	Fulgor Milano	F3RK24B1	<a href="http://www.fulgor-milano.us/showfile.aspx?did=60">http://www.fulgor-milano.us/showfile.aspx?did=60</a>	N/A
Oven	Fulgor Milano	F1SM24S1	<a href="http://www.fulgor-milano.us/showfile.aspx?did=44">http://www.fulgor-milano.us/showfile.aspx?did=44</a>	N/A
Dishwasher	Blomberg	DW 55100	<a href="http://download.blomberginternational.com/Download.UsageManualsBlomberg/US/32119_1_1790420100_BI1_F5.pdf">http://download.blomberginternational.com/Download.UsageManualsBlomberg/US/32119_1_1790420100_BI1_F5.pdf</a>	1-800-459-9848
Refrigerator	Blomberg	BRFB1050FFBI	<a href="http://download.blomberginternational.com/Download.UsageManualsBlomberg/US/36108_1_7281043518_BRFB1050FFBI_K56300NEBU.pdf">http://download.blomberginternational.com/Download.UsageManualsBlomberg/US/36108_1_7281043518_BRFB1050FFBI_K56300NEBU.pdf</a>	1-800-459-9848
Hood Fan	Cyclone	SC322	<a href="http://www.cyclonerangehoods.com/EN/faq.php">http://www.cyclonerangehoods.com/EN/faq.php</a>	1-888-293-5662
Microwave	Panasonic	NN-SD382S	<a href="http://panasonic.ca/PCS/OperatingInstructions/NNSD382S.pdf">http://panasonic.ca/PCS/OperatingInstructions/NNSD382S.pdf</a>	1-800-561-5505

Please find below some best practices to extend the useful life and maximize the performance of your appliances:

## Dishwasher

Only use dishwasher soap made specifically for dishwashers. Any substitutions may result in leakage and/or excessive bubbles. To prolong the life of your dishwasher, make sure plastic items are dishwasher safe and rinse food off dishware and tableware before placing them in the dishwasher. Failure to rinse dishes can result in food particles blocking the drain, leading to unnecessary repairs, which are the owner's responsibility.

## Dryer

After each load, clean the lint from the dryer door and lint trap. If lint is not cleared from the drum, clothes may take longer to dry and lint build up presents a fire hazard. During lint screen cleaning, some of the lint may become airborne and travel to the surrounding area. Keep the area around the dryer and the exhaust opening clutter free, and do not block the flow of ventilating air. Have the interior dryer, lint screen and exhaust duct cleaned by a professional service technician periodically. Follow the manufacturer's instructions on using fabric softeners.

## Microwave

Do not use metal or metal trimmed pots or glasses or metal foil in the microwave. Any metal placed in a microwave could damage the appliance, and presents a fire hazard.

## Hood Fan

Periodic maintenance is recommended for efficient operation of the hood fan. The grease filter should be cleaned periodically with a mild detergent water solution and dried thoroughly. Potential fire hazards are created by grease accumulation on filters.

## Clothes Washer

An ON/OFF valve for water supply to the clothes washer is located on the wall next to it. **When switching the valve from the OFF position to the ON position, it is important to move the lever very slowly.** Switching the lever too quickly could result in a surge of water pressure to the washer, which could activate the flood-stop safety mechanism inside the washer hose. This would stop water flow to the washer temporarily, until the flood-stop mechanism slowly resets itself.

After each load, leave the lid open so moisture can evaporate, preventing rust from forming. Avoid overloading the washer and try to load the drum evenly.

**When not using the washer, always keep the shut off valve in the off position.**



# ELECTRICAL

## Breaker Panel

Your suite has a single electrical panel, the location of which varies by suite. The panel provides power to your suite and several circuit breakers, and each breaker provides power to a specific area. If you overload one of the electrical outlets, the breaker will trip. To restore power, please follow these steps:

- Make sure your hands are dry to avoid electric shocks
- Turn off all lights and unplug everything in the affected area
- Locate the tripped breaker. A tripped breaker will be set in the off or middle position.
- Push the breaker to the "On" position to restore power. A properly reset breaker should "snap" into place when restored to the "On" position

### If the breaker still trips:

- You could check for a short by turning on lights individually and plugging devices into plug outlets one at a time, to determine which light or power outlet is causing the malfunction. Then you can determine if the malfunction is due to a melted power cord or other device issue.
- Sometimes having too many devices plugged into the same circuit will trip the breaker, and plugging some of them into a different circuit will fix the issue. A single circuit will contain several plug outlets and light fixtures, so when redistributing devices make sure you are moving them to a plug outlet on a different circuit. A vacuum cleaner is an example of a device that will commonly overload a circuit that is already near its capacity – if this is the case, try plugging it in to a plug outlet in a different area of your unit.

If after taking these steps a breaker does not stay "On" after attempting to restore it, there may be a wiring problem in which case an electrician should be called. Due to risk of electric shock, never attempt to fix electrical wiring or dismantle an outlet or light fixture yourself.

# Plug Outlets

Plug outlets in the washrooms or kitchen are protected by a Ground Fault Interrupter (GFI), located above the washroom sink. This plug outlet has two buttons on it, **RESET** and **TEST**. Press the **RESET** button to reset and the **TEST** button to test the GFI. A GFI protects other plug outlets as well. If you do not have power at an outlet, try pushing the GFI reset button.

## Electrical Safety

### General Tips:

- Avoid using any electrical devices near a bathtub, shower or sink
- Stand in a dry place when operating any electrical appliance
- If a device that is plugged in falls into a sink or other water container, unplug it before retrieving it
- Never touch a tap or grounded metal while in contact with an electronic device
- Unplug appliances prior to cleaning
- Unplug a toaster before you pry out bits and pieces with a fork or knife. You may get a shock from some models, even if they are turned off
- Have Ground Fault Circuit Interrupters installed, particularly near the sink or other water sources
- Do not use multiple plug adapters on single plug outlets, as they could present a fire hazard
- Never leave an extension cord under a carpet – it could cause electric shock or fire

### Tips to help ensure your children are safe around electricity:

- Use plug outlet covers on unused plug outlets, so that your child cannot stick their fingers or metal objects into exposed plug outlets.
- Make sure cords are pushed well back on counters and away from children and pets.
- Extension cords that are plugged into an outlet but not to an appliance are still energized and can be dangerous. A child or pet could chew on the end of a plugged cord.

# PLUMBING

The plumbing in your suite was installed by a professional plumber, and maintenance should be minimal with proper care. Any fixture that is not frequently used should be turned on or flushed at regular intervals. Fixtures have water-filled traps to prevent sewer gases and airborne bacteria from entering your suite. By flushing or turning on any fixture, water vapours are replaced with water and odours will be gone.

Minimize the disposal of grease, fat and similar waste through the plumbing system, as they tend to lead to clogging. Consider keeping a jar under the sink to pour liquid grease/fat waste into, which can then be thrown in the garbage once full. If liquid grease/fat waste is accidentally poured down the sink, run hot water for several minutes to avoid the waste cooling and clogging your pipes.

## Toilets

Toilets should be flushed regularly to avoid leakage and damage due to a dried and brittle rubber gasket. Toilet bowls are installed with a rubber gasket at the floor flange, sealing the toilet bowl and the drainpipe.

Infrequent flushing will allow water inside the toilet bowl to evaporate. The rubber gasket then dries out and becomes brittle which could lead to leakage and damage.



## Fixtures

The smooth, glossy surfaces on your plumbing fixtures are not indestructible. Abrasive cleaners will wear through surfaces in time, making the finish dull and porous. Most household cleaners are slightly abrasive so it is recommended that they be used in moderation and rinsed with plenty of water. Steel wool and harsh cleaners could do permanent damage.

### You can prolong the life of your fixtures by:

- Avoid scraping surfaces with metal utensils.
- Never step in the bathtub with your shoes on as they may transfer small particles that could scratch the enamel.

## Water Shutoff Valve

There are numerous water shut-off valves located throughout your unit including: under your washroom sink, under your kitchen sink, near your clothes washer/dryer and near your toilet. To turn off water flow in any of these locations, turn the water shut-off valves clockwise, so that the lever is perpendicular to the pipe it is attached to. **Always keep the washer shut-off valve in the off position when not using the washer.** If you are away from your unit for a few days or more, the other shut-off valves should be put in the off position.

**When turning any water valve from the OFF position to the ON position, it is important to turn the lever very slowly.** Turning the lever too quickly could result in a surge of water pressure, which could lead to pipe leaks or in the worst case a pipe burst.

# INTERIOR FINISHES

## Cabinetry

To clean cabinets, we recommend water with mild detergent or soap. It is crucial to wipe dry immediately due to any excess moisture that could damage finishes. Do not use abrasive products. If grease is splattered onto the cabinets, wipe it off immediately.

## Caulking & Grout

Caulking is a sealant applied to plumbing fixtures and joints between floor and wall areas, which are often exposed to water. If at any time you need to apply caulking in a washroom, we recommend silicone caulking as it is mildew resistant.

Grout is the material used to fill the joints between tiles on floors and walls. Grout between tiles and in the corners should be checked during regular cleanings. Any cavities found should be filled in as soon as possible.

Caulking and grout are prone to shrinkage, drying or cracking over time. It is the responsibility of the homeowner to ensure that caulking and grout is maintained. Thus, proper preventative maintenance or regular cleaning checks will help reduce problems.



## Drywall

As your new home begins to settle and dry, you may notice small cracks forming on your walls or the ceiling. Cracking is usually minor and they may appear near or at the joints of adjacent walls and at nail/screw locations. This is a natural occurrence and you should not be alarmed.

## Flooring

Given that engineered wood floors are a natural product created from numerous trees, you will see natural variations in the colour, shade and grain of individual planks.

Engineered hardwood is greatly influenced by relative humidity and moisture. When humidity levels are high wood will absorb water vapour, which will cause the floors to expand. This may cause buckling of the floor, misalignment, excessive floor noise, cracked boards and edge crushing of boards.

When humidity is low, wood releases water vapour which will cause the floors to shrink and separate. Constant low humidity could cause a) gaps between boards, b) cracked boards and c) excessive floor noise.

Throughout the year, humidity within a home could vary significantly and impact the expansion and shrinking of wood. Natural expansion and shrinkage resulting in gaps between boards is not considered a defect but an inherent quality of wood as a product of nature.





# Hardwood Floors

**Below are some tips in maintaining your engineered hardwood floors:**

## Do:

- Wipe up spills immediately to prevent water marks
- Vacuum, sweep or dust mop as needed. The vacuum head must be brush or felt
- Use interior doormats at entrances to trap dirt and moisture and prevent it from being tracked onto the floor
- Use a recommended hardwood floor cleaner, which is specially formulated to prevent streaking and residue
- Keep pet's nails trimmed to prevent scratches
- When moving heavy furniture or appliances, place a heavy blanket underneath to prevent scratches and dents
- Use furniture pads under furniture and chairs to prevent dents and scratches
- Protect your floor from direct sunlight to avoid discoloration or uneven colour throughout the flooring. Remember to remove/rotate rugs and furniture to allow the wood color to even out

## Don't:

- Do not use ammonia based cleaners, acrylic finishes, wax based products, detergents, bleach, polishes and oil soaps, abrasive cleaning soaps or acidic materials (i.e. vinegar)
- Do not wear high heels or anything with sharp object protruding from your shoe on your hardwood floor cause they may cause dents
- Don't allow furniture to rest on the floor on small metal tips or hard domes
- Don't use rubber, foam back or plastic mats as they may trap moisture and possibly discolour your floor
- Don't use vacuums with beater bars or hard heads

# CLIMATE CONTROL

## Fan Coil System

The built-in fan coil unit in your suite is your source of heating and cooling, allowing temperature control year round. Heated and cooled air is produced through the circulation of hot and cold water in the fan coil unit's coil. The fan coil motor blows air across this coil to create warm or cool air. Each unit is equipped with a programmable thermostat to regulate its temperature.

In order to maximize performance of the fan coil system and air quality that it produces, the dust filter mounted behind the inlet grill should be checked at least once a month and replaced if dirty. It is currently contemplated that the Condominium Corporation will arrange to replace the filter once every six months.



# Centralized Exhaust

All suites have a built-in centralized exhaust system, which is designed to lower energy bills and increase air quality.

Stale air is continuously expelled outside rather than re-circulated within the building, while at the same time being used to transfer heat and moisture to and from incoming fresh air. In the winter, outgoing warm

air is used to warm up incoming fresh air, reducing the energy needed for heating. Similarly, in the summer, cool stale air being expelled is used to cool incoming fresh air.

Moisture is also transferred in a similar manner, thereby maintaining humidity levels.

# Thermostat Functions

The temperature in your home is controlled through the Honeywell thermostat. The thermostat can be scheduled by day of the week to regulate the temperature of your home, allowing you to maximize both comfort and energy efficiency.

For step-by-step operating instructions for your thermostat, please visit the guide at the link below:  
<https://customer.honeywell.com/resources/techlit/TechLitDocuments/63-0000s/63-2674.pdf>



# INSURANCE

## Building Insurance

The Condominium Corporation's insurance covers full replacement value of the units and common elements in the event of a fire or other damage as outlined by the policy. Improvements, betterments, items not covered under the Standard Unit By-law and personal property of the owner are excluded from this policy (improvements and or betterments are upgraded items to a home, at an additional cost - such as carpet, appliances, cabinets, furniture, etc.).

Please check your Condominium documents for Standard Unit By-law items not covered under the Corporation's Insurance.

## Homeowner Insurance

Homeowners are responsible for insuring personal property, improvements and betterments to the suite, as well as personal liability. We recommend that all owners obtain minimum insurance coverage as follows: \$2,000,000 liability insurance, contents insurance, betterments and improvements insurance, loss assessment and contingency insurance.

Displacement and deductible insurance are not covered under the building insurance and should be covered under homeowners insurance.

If you are renting your suite we suggest that you or your tenant obtain coverage to cover your contents, liability, appliances, betterments and improvements.

# TARION

## New Homeowner's Warranty

The Ontario New Home Warranty Plan Act was enacted by Provincial legislation designed to protect the rights of homebuyers by providing industry-wide protective measures. The Tarion Warranty Corporation is the administrative body which enforces the Act, and is a private non-profit corporation.

Condominiums have two sets of warranties: one for the homeowner, covering his or her home, and another for the condominium corporation, covering the common elements of the building. Common elements are covered from the date the Condominium Corporation is registered, however an individual home is covered from the day the homeowner takes occupancy.

At the time of your Pre-Delivery Inspection, you were provided with a new Homeowner Information Package, which explains your rights and responsibilities under the Tarion Warranties Plan Act in greater detail. We encourage you to read the Homeowner Information Package in detail to understand the full scope of warranty coverage offered by Tarion.

Under the Tarion New Home Owners' Warranty, your unit has a warranty period of one year from the date on the Warranty Certificate, which certifies that the home is free from defects in workmanship and materials, it is fit to live in and that it meets the requirements of the Ontario Building Code.





## The following items are not covered under warranty:

- Normal wear and tear
- Normal shrinkage of materials that dry out after construction
- Damage resulting from improper maintenance and/or negligence
- Secondary damage caused by defects in the home. While the defects are covered under warranty, the personal or property damage they cause is not covered
- Alterations or installations made by the homeowner, including any associated defects
- Damage from floods, natural disasters, wars, riots, vandalism or other extraordinary events
- Damage from insects or rodents, unless it is the result of construction that does not meet the Ontario Building Code
- Damage caused by municipal services or other utilities
- Damage caused by homeowners, tenants and guests
- Surface defects in work and materials noted in writing and accepted by the homeowner at the time of possession

## In order to maintain your warranty, you also have responsibilities:

- Report defects within the timelines and in the manner specified by Tarion
- Allow access for developers to make repairs during business hours
- Properly maintain your home and mechanical parts to ensure warranty coverage



# EMERGENCY AND FIRE SAFETY

The Property Manager will arrange for a certified contractor to perform an annual inspection of your in-suite fire equipment. The Property Manager will notify you in advance of the date of the annual inspection. If you are not home, then the Property Manager will arrange for a maintenance person and/or cleaner to allow the approved contractor access to your suite to do the inspection.

In the case of a fire emergency, it is important that you remain calm and follow the procedures outlined in this section as quickly as possible. Every fire is different and you must decide quickly when you hear the alarm whether it is safe to leave your suite. It is important to protect yourself from smoke, as smoke often presents the greatest risk rather than the fire itself.

## In Preparation for a Fire

- Know where the fire alarm pull station and exits are located
- Familiarize yourself with the building's Fire Plan
- Know the correct building address and your suite number.

# IN THE EVENT OF A FIRE

- Pull the fire alarm if it is safe to do so
- Call 911 and ask for the Fire Department immediately. Never assume that this has been done by someone else
- Do not use the elevator. Use the nearest exit stairwell
- Do not re-enter the building for any reason
- Never attempt to extinguish a fire when the flames are higher than a desk
- If the fire is uncontrollable, leave and close all doors behind you
- Keep clear of flames
- Keep clear and stay low to avoid smoke. Smoke is harmful and deadly
- Close all doors behind you
- Feel doors for heat before opening. If it is not hot, brace yourself against the door and open slightly. If there is smoke or hot draft, do not enter and close the door quickly

## **If you cannot leave your suite because of fire or heavy smoke, remain in your suite.**

- Close your suite door but leave it unlocked, to allow fire fighters access
- Dial 911 and ask for the Fire Department. Tell them where you are
- Close the doors behind you
- Seal all cracks where smoke can get in by using wet towels or sheets. Do the same for all vents or air ducts
- If smoke enters your suite, move to the balcony or the most smoke-free room and partially open the window for air. Hang a sheet from the window or balcony to signal to fire fighters where you are. If you are inside, close the window if smoke comes in
- Keep low to the floor if smoke enters the room you are in. Smoke rises, so the air near the ground is cleaner
- Remain calm and wait to be rescued. Do not attempt to leave through a window or over a balcony
- Listen for instructions from authorities

# SMOKE AND HEAT DETECTOR

Each suite has a smoke detector located on the ceiling. The alarm will be activated when the smoke detector detects smoke. The alarm will only be heard within your suite and will not activate the building's fire alarm. Check the smoke detector at least once a month to ensure that the smoke detector is functioning properly.

Each suite has a heat detector, which detects intense heat build-up and will activate the building's fire alarm.

Each suite has a fire alarm speaker located on the ceiling. The building fire alarm will be heard in each suite through the speaker. When this alarm sounds, follow the evacuation procedures communicated through the speaker.

## Fire Equipment

Fire hose cabinets and extinguishers are located on every floor. Each cabinet has a hose, a nozzle and a fire extinguisher. This equipment is only to be used in the case of an emergency. You should familiarize yourself with the location of the fire equipment.

## Special Evacuation Procedures

If there are any disabled residents or residents with special needs living in your home, please advise Property Management. The Fire Department requires the Concierge to keep a list of disabled residents and residents who require special assistance, in order to provide appropriate assistance without delay. Therefore, it is important to keep this list accurate and current.



# THANK YOU!

We hope that you have found this Homeowner's Manual to be helpful in better understanding your new home and Peter Street Condos.

If you have any unanswered questions regarding your new home, please do not hesitate to contact our Customer Care Team by phone at **416-987-8765** or by e-mail at **[pscondominiums@centrecourtdevelopments.com](mailto:pscondominiums@centrecourtdevelopments.com)**.

Once again, on behalf of our entire team, thank you for choosing CentreCourt Developments as your new home builder. We look forward to providing you with the highest quality of customer service as you make Peter Street Condos your new home.

