

Strata Committee Correspondence

8th May to 5th June 2018

Min	To	From	Type	Date	Issue / Content
A					Access Tags
1	Strata Committee	Building Manager	Email	18.05.18	Forwarding an application from Rebel requesting an additional access tag
2	Alan Walsh	Building Manager	Email	22.05.18	Advising that the agent gave the builder Don Southall's tag.
3	Building Manager	Alan Walsh	Email	22.05.18	Stating that the builder should have been given a contractor's tag.
4	Building Manager	Alan Walsh	Email	22.05.18	Forwarding the correct version of application for the owner to sign for the request for an additional tag.
B					BuildingLink
5	Building Manager	BuildingLink	Email	21.05.18	Forwarding a list of data required to set up the system.
6	Building Manager	Secretary	Email	21.05.18	Forwarding a table and asking the BM to use it as a basis of an implementation plan.
C					Extraordinary General Meetings (EGM)
7	Strata Manager	Secretary	Email	09.05.18	Forwarding draft minutes of the extraordinary general meeting (EGM) held on 8 th May.
8	Lot Owners	Strata Manager	Email	09.05.18	Issuing the minutes of the EGM held on 8 th May.
9	Strata Manager	Secretary	Email	23.05.18	Forwarding dates for a possible EGM in early June and checking on availability.
10	Strata Committee	Secretary	Email	23.05.18	Forwarding draft motions on outstanding issues needing to be put to a general meeting.
11	Strata Manager	Secretary	Email	24.05.18	Advising that it has been decided not to proceed with an EGM in June.
D					Gas Installation
12	Secretary	Building Manager	Email	31.05.18	Forwarding advice from a consultant concerning the need for a centralized gas cut-off in the event of a fire alarm.
13	Building Manager	Secretary	Email	31.05.18	Asking that BM's report on this matter includes advice on whether restaurant appliances flame safeguard systems.
E					Interior Refurbishment
14	Secretary	Interior Designer	Email	09.05.18	Advising that the preparation of the display is running a week behind schedule.
15	Interior Designer	Secretary	Email	10.05.18	Advising that, if the slippage was limited to a week, the schedule for an EGM in early June could still be achieved.
16	Secretary	Interior Designer	Email	11.05.18	Asking for conformation of certain design decisions and forwarding amended floor plans.
17	Interior Designer	Secretary	Email	18.05.18	Asking that 3D images be arranged and confirming that John Stevens will arrange printing and mounting.
18	Secretary	Interior Designer	Email	19.05.18	Confirming that the display will be ready by 28 th May.
19	Interior Designer	Secretary	Email	28.05.18	Advising that the proposed EGM was deferred until late August due to a suitable venue not being available.
F					Parking
20	Building Manager	Alan Walsh	Email	09.05.18	Forwarding the notice to residents for issue just prior to the new short-stay parking signs being erected.
21	Secretary	Barry Braithwaite	Email	14.05.18	Complaining that the notice was premature, unclear and confusing.
22	Secretary	Building Manager	Email	14.05.18	Confirming that the new parking signs will be erected today.
23	Strata Committee	Alan Walsh	Email	22.05.18	Issuing an updated parking infringement notice.
G					Precinct Developments
24	Precinct Representatives.	Secretary	Email	09.05.18	Issuing minutes of a meeting on 7 th May to representatives of buildings affected by the proposed developments.
25	Owners Corporation	Secretary	Email	12.05.18	Issuing a summary of Planning Instrument requirements with an assessment of compliance for each development.
26	Secretary	Bill Swingler	Email	15.05.18	Forwarding the text of his submission objecting to the 18 Gerrale Street development.
27	Cecil Residents	Secretary	Email	16.05.18	Issuing a letter to residents concerning the developments proposed to the north of The Cecil.
28	Alan Johnson	Secretary	Email	16.05.18	Forwarding a guide to making submissions.
29	Secretary	Alan Johnson	Email	17.05.18	Asking for a critical review of a draft submission on Ozone.
30	Alan Johnson	Secretary	Email	18.05.18	Providing some comments on the draft Ozone submission.
31	Secretary	Alan Johnson	Email	18.05.18	Asking for a critical review of a draft submission on the 18 Gerrale Street development.

32	Alan Johnson	Secretary	Email	18.05.18	Providing some comments on the draft submission opposing the 18 Gerrale Street submission.
33	Secretary	Bill Swingler	Email	18.05.18	Forwarding the text of his submission objecting to the Ozone Street development.
34	Bill Swingler	Secretary	Email	18.05.18	Advising that the BM is using his submission as a template for others wishing to make a submission.
35	Susan Ridge	Secretary	Email	19.05.18	Forwarding some documents to assist in making a submission to Council.
36	Secretary	Alan Johnson	Email	20.05.18	Advising that he has made a submission and asking to be informed if additional actions are proposed.
37	Secretary	Sutherland Council	Email	21.05.18	Forwarding minutes of an information session at Council Chambers on 16 th May.
38	Owners Corporation	Secretary	Email	23.05.18	Forwarding documents to assist in making a submission on 5-9 Ozone development.
39	Secretary	John Greville	Email	22.05.18	Advising that he has made a submission on 5-9 Ozone St.
40	Secretary	Barrie Burns	Email	23.05.18	Advising that he has made a submission on 5-9 Ozone St. and will make a submission on 18 Gerrale St.
41	Owners Corporation	Secretary	Email	28.05.18	Forwarding a draft submission on 18 Gerrale St. for information and assistance in making similar submissions.
42	Owners Corporation	Secretary	Email	31.05.18	Forwarding letters to local politicians for information and assistance in making similar submissions.

H **Email** **Shop 1**

43	Strata Manager	Secretary	Email	10.05.18	Forwarding a letter to be issued to the owner of Shop 1 proposing a by-law for the shade structure attached to the common property.
44	Secretary	Strata Manager	Email	10.05.18	Forwarding a copy of the letter sent to the lot owner.
45	Strata Manager	Secretary	Email	10.05.18	Forwarding the proposed shade structure by-law and the minutes of the May 1997 general meeting that approved it.
46	Not used				

I **Shop 3**

47	Strata Committee	Building Manager	Email	21.05.18	Forwarding a request from the new proprietor for an additional access tag and proposing that the builder's tag be transferred to Ozone.
48	Building Manager	Secretary	Email	21.05.18	Agreeing with the BM's proposal.

J **Shop 4,5,6**

49	Strata Committee	Alan Walsh	Email	09.05.18	Advising that a by-law will be needed for the proposed change of shop front and suggesting a draft by-law.
50	Strata Committee	Building Manager	Email	10.05.18	Advising that Endota has asked for approval to apply a logo to the existing shop front windows.
51	Building Manager	Alan Walsh	Email	10.05.18	Advising that the lot owner is demolishing the fit out of the previous lessee.
52	Alan Walsh	Building Manager	Email	11.05.18	Advising that the lot owner is aware that a by-law will be required before fit out work will be approved.
53	Strata Committee	Building Manager	Email	21.05.18	Forwarding a request that the grease trap be disconnected from the premises.
54	Building Manager	Secretary	Email	21.05.18	Noting that a new pump-out agreement is required with Sydney Water due to the much reduced volume.
55	Strata Committee	Building Manager	Email	04.06.18	Forwarding draft special by-law and associated documents for the shop refit.

K **Shop 10**

56	Alan Walsh	Building Manager	Email	09.05.18	Advising that the new fit out does not include alterations to the existing doors and that the proprietor intends to apply for a liquor licence.
57	Building Manager	Alan Walsh	Email	09.05.18	Noting that the new proprietor needs to be made aware of the provisions of the special by-law for the existing doors.
58	Strata Committee	Building Manager	Email	04.06.18	Forwarding a building application signed by the lot owner.
59	Building Manager	Secretary	Email	05.06.18	Commenting on the width of the proposed sign.
60	Secretary	Building Manager	Email	05.06.18	Clarifying the width of the sign and advising that the proprietor intends to apply for a liquor licence.
61	Strata Committee	Building Manager	Email	05.06.18	Advising that the new proprietor is seeking a transfer of the previous proprietor's licence.

L **Stair Pressurisation System**

62	Colin Field	Secretary	Email	18.05.18	Requesting a fee proposal for the submission of a DA to Sutherland Council and requesting a site visit.
63	Secretary	Colin Field	Email	01.06.18	Issuing a fee proposal for additional documentation.

M**Terrace Balustrading**

64	Strata Committee	Building Manager	Email	11.05.18	Advising that GDA has cored the paving slab in preparation for the installation of the glass support spigots.
65	Building Manager	Secretary	Email	11.05.18	Saying that the installation of the spigots should proceed as soon as possible to ensure the slab remains waterproof.

N**Unit 104 Kitchen**

66	Strata Committee	Building Manager	Email	30.05.18	Forwarding an application for approval of a kitchen renovation.
67	Building Manager	Secretary	Email	30.05.18	Advising that this appeared to be a minor renovation that the SC could approve at its next meeting on 5 th June.

O**Unit 1201 Kitchen**

68	Strata Committee	Alan Walsh	Email	01.06.18	Advising that SPBL 55 may not be valid given the decision of the lot owner to change contractors.
69	Alan Walsh	Building Manager	Email	01.06.18	Advising that he has sought details of the new contractor.
70	Building Manager	Alan Walsh	Email	01.06.18	Advising that a revised renovation application is required.

P**Miscellaneous**

71	Secretary	Building Manager	Email	15.05.18	Advising that odour in the shop service corridor occurs when a strong southerly wind occurs.
72	Lot Owners	Secretary	Email	15.05.18	Issuing minutes and associated papers arising from the strata committee meeting held on 8 th May.
73	Lot Owners	Secretary	Email	16.05.18	Issuing the monthly newsletter "Just a Minute" concerning strata committee activities.
74	Secretary	Building Manager	Email	18.05.18	Forwarding the updated register of lot owners' email addresses.
75	Secretary	Alan Walsh	Email	29.05.18	Forwarding a request from Barry Braithwaite for background information on recent by-laws changes.
76	Strata Committee	Building Manager	Email	30.05.18	Reporting on the cause of a fire alarm on 27.05.18.
77	Strata Committee	Building Manager	Email	04.06.18	Forwarding an email from Milky Lane concerning alleged abuse of a staff member in a lift.
78	Strata Committee	Building Manager	Email	05.06.18	Issuing the BM's report for the preceding month.