

WELCOME

ROI APARTMENTS

FITZROY NORTH



CONTACTS

ONSITE BUILDING MANAGER

Mario Interlandi
0499 272 843
roi^{manager}@live.com.au

ACE BODY CORPORATE MANAGEMENT

roi@acebodycorp.com.au

Angelo Voulgaris
9699 2299 or 0418 264 350

Michael Houdalakis
9417 1900 or 0408 855 109

WISH TO JOIN THE OWNERS CORPORATION COMMITTEE?

Contact roi@acebodycorp.com.au or
call Angelo Voulgaris

IN CASE OF EMERGENCY

Plumbing, electrical or lift emergencies, please
contact one of the following people:

Angelo Voulgaris
0418 264 350

Michael Houdalakis
0408 855 109

EMERGENCY

Police, Fire & Ambulance **000**

EMERGENCY MAINTENANCE

ROI Building Manager
0499 272 843

EMERGENCY LOCKSMITHS

Amalgamated Locksmiths
(03) 9419 6922

FITZROY POLICE STATION

(03) 9934 6400
24 hours

CRIMESTOPPERS **1800 333 000**

POISONS HOTLINE **13 11 26**

BEYOND BLUE

1300 224 636

CITY OF YARRA

(03) 9205 5555

CITY WEST WATER

13 16 91
8.30am to 5pm

WINENERGY CUSTOMER SERVICE

1300 791 970
enquiries@winenergy.com.au
www.winenergy.com.au

WINENERGY FAULTS & EMERGENCY

1300 44 88 62
24 hours





WELCOME TO

ROI APARTMENTS

You are now a member of a vibrant inner-city community that is home to around 300 residents. For everyone's comfort it is necessary to have a few rules and regulations.

This booklet contains brief details of all that you need to know in relation to your residency at ROI. The complete Owner's Corporation Rules ROI - P.S. 62016OU.

If you have any questions about these Rules and Regulations, please contact the friendly team at ACE Body Corporate Management for guidance and/or assistance.



HISTORY OF THE SITE

Here is a little history of the building as we know it. Originally it was known as 648A Nicholson Street, Fitzroy North. Rare City Acre Pty Ltd purchased the site in September 2007 from brothers Peter and Paul Di Campo, Architects turned developers.

At that time, there were two commercial tenants: Cadet Shoes, a Fitzroy based Company, were in occupation using about 50% of the site as a warehouse for their shoes. The other tenant was Saponi International Pty Ltd who were importers and distributors of coffee, mineral water and specialist Italian food goods. Both companies still trade today.

The laneway which runs on the west side of the development is in fact on the ROI Title, and those titles which front Nicholson Street and back on to that laneway have a right of carriageway over that lane. The Architects appointed to design the building were Bird de La Coeur.

The new building as constructed is largely as submitted for the original Planning Application, however the Council for political reasons, did not approve the application and Approval was granted by VCAT.

Some of the Eco Sustainability features of the design include:

- Solar boosted and heated hot water, which is driven by solar panels located on the roof. This provides significant cost and energy saving to the occupiers, as up to 40% of the energy to heat the water is provided by the sun.
- The electricity supply to the building is Eco conscience and an Embedded Network has been installed which provides for all the power to the site being bought in bulk and individually metered on site. This is a significant cost saving to the occupier and uses less electricity overall.
- There are water storage tanks under the 2 garden beds in the courtyard. These tanks store water from the storm water drains which then recycled to provide irrigation for the planter and also provide water to flush the toilets on Level 1 apartments. Again this is not only a cost saving measure but conserves water for the overall benefit of the community.

These initiatives added \$300-400,000 to the cost of construction, and the owners and tenants reap the benefits of that expenditure in outgoing cost savings to the community generally.

Incorporated within the ROI Body Corporate rules is the ROI Art Prize. Originally set up as \$10,000 non acquisitive Art Award open to Artists living in, or with studios or galleries in the City of Yarra. The Committee which runs the ROI Art Prize and reports to the Owners Corporation has made some recommendations to modify the rule for the ROI Art Prize so as to appeal to a wider audience.





ACCESS & ENTRY

- The main ground floor lobby is located on/accessed from Bik Lane.
- Vehicle access to the nominated carpark is via the entry ramp from Bik Lane.
- There is intercom access for visitors at the top of the carpark ramp for vehicles.
- There is resident's only access from Alfred Street.
- There is intercom access via the central courtyard to the East Wing as well as an intercom access point next to the carpark ramp.
- West Wing residents/visitors can access ground floor apartments directly from the lobby and the corridor past the main lift core.
- Levels 1 to 6 residents/visitors to the West Wing can access the apartments via 2 lifts at the end of the main lobby behind the "art wall". East Wing residents/visitors can also walk through the main lobby and then exit near the main lift core and walk across the undercover walkway to the East Wing. Visitors will need to redial the apartment they wish to visit at the East Wing intercom point.
- Alternatively, if residents/visitors do not wish to walk through the main lobby, they can access the East Wing intercom directly through the central courtyard.
- The access point next to the carpark entry is mostly suitable for ground floor residents/visitors to the East Wing.

TO ENTER THE BUILDING

An apartment resident must wave the electronic security fob past the face of the security panel located at the relevant entry point, proceed to the lift and wave the security fob past the reader in the lift, press the relevant floor number and proceed to the floor.

A visitor must contact the apartment resident by intercom, and when the resident identifies the caller and presses the 'key' button on their intercom, the visitor enters the building and has three minutes to proceed to the lift and press the relevant floor number. The resident can hang up the intercom after the 'key button' has been pressed.

Should the visitor be unable to gain access to the desired level, they will have to return to the building entry and repeat the process.

ADMINISTRATION & BODY CORPORATE FEES

Notices for administration and Body Corporate fees are issued to unit owners quarterly. The administration and quarterly fees are discussed and set by the Owners Corporation committee. If you have any questions about these notices issued, please contact ACE Body Corporate Management on (03) 9699 2299 or by email at roi@acebodycorp.com.au

ANIMALS - REFER TO PETS

AUCTION BOARDS

“For Lease”, “For Sale” or “For Auction” boards can NOT be installed on any part of the property, or within a lot so that it is visible from outside the lot. Only a temporary directional sign can be displayed for the purposes of inspections.

BALCONIES - GENERAL

Any alterations or installations of fly screens, blinds, kennels, air conditioning units etc require written Owners' Corporation approval. Should you wish to make any changes or renovations to your balcony, you may wish to discuss this with ACE Body Corporate Management before investing too much time and energy in your project. They will be able to assist and guide you with regard your request/s. If you wish to proceed, please forward your written application to ACE Body Corporate Management on phone (03) 9699 2299 or by email to roi@acebodycorp.com.au. All applications will be considered and reviewed at the next available Body Corporate Committee meeting.

Washing, brooms, mops and other similar items are not to be placed on balconies.

BALCONIES - STORAGE

Please note that bikes, motor bikes, scooters, large items of furniture and boxes are not allowed to be stored on balconies under any circumstances. Additionally no cane, grass or flammable items are to be stored or used to block out glass panels on balconies. Grass, cane and wood could pose serious fire problems in the case of a fire.

Pot plants are allowed on balconies however you are required to keep your plants tidy and please consider your neighbours when watering plants.

It is your responsibility to keep your balconies clean, tidy and presentable.

BBQ AREA

The BBQ area is situated on the 3rd floor of the East Wing and is for all residents' enjoyment. This area is accessible by residents via the East Wing lifts to level 3. There are two BBQ's and two sets of tables and chairs in the BBQ area. BBQ's must be cleaned and left tidy when leaving the area. Please take your rubbish and bottles with you.

For the convenience of guests, a toilet is located on B1 adjacent to the East Wing lift.

Smoking is not permitted in the BBQ area.

Pets are not permitted in the BBQ area.

Please consider residents in adjoining and adjacent units especially with regard noise and music.

The BBQ area must be vacated by no later than 10pm.

BIKE PARKING & STORAGE

Please park bikes in designated bike parking areas on level B1 and outside of the entry at Ground Level. Bikes are not allowed to be stored on balconies or in designated car parks on Level B1 and B2.

Regular bike audits are conducted to identify and remove abandoned bikes.

We are regularly looking at ways to adjust bicycle storage capacity in light of resident's requirements. This may result in additional spaces being made available at certain times.

BODY CORPORATE

ROI Owners Corporation has engaged the services of ACE Body Corporate Management to manage our building. They may be contacted by phone on (03) 9699 2299 or by email to roi@acebodycorp.com.au. The Owners Corporation has an annual general meeting around April each year. The Owners Corporation Committee is elected at the AGM, and should you wish to have a say in the running and maintenance of our building, you are encouraged to nominate for the Committee, which meets on a very regular basis.

BUILDING MANAGER

ROI has a building manager on site and is available in case of emergencies. Contact details for the Building Manager are listed on the inside cover of this booklet.

CAR WASHING

There are no car washing facilities onsite however the nearest car wash is located at Wash Depot, 790 Nicholson Street, North Fitzroy, (03) 9482 5500 www.thewashdepot.com.au

CLEANING - COMMON AREAS

The hallways and common areas are cleaned very regularly by our Building Manager and professional cleaners. Should you notice any areas that require cleaning, such as the lifts or foyer area, please advise the Building Manager.

CLEANING - WINDOWS

External windows that are not accessible from unit balconies will be cleaned on an annual basis and this will be arranged through ACE Body Corporate Management. Non-trafficable balcony extensions that are in fact common property, as well as external walls that are not accessible from apartments will be cleaned from time to time on a needs basis. This will be arranged by ACE Body Corporate Management and will be done most likely at the same time as the external windows are cleaned.

DISPUTES

Most of the friction between residents is caused by issues of noise and parking.

In the first instance, you should contact the other party to the dispute.

If resolution fails, you should contact the Owners Corporation Manager (refer to page 1) who may involve the Owners' Corporation Committee in a resolution.

If a neighbour is causing a disturbance that is an immediate danger and you are unable to attain resolution by amicable means you should contact the police. You should also advise the Owners Corporation Manager on the next business day to report that you had cause to call the police.

We do hope that all general issues can be resolved by a simple initial conversation between neighbours, but if this is not the case, a formal process may need to be put in place via the Owners' Corporation Grievance Committee and the Owners Corporation Manager.

This is a process whereby a breach notice is issued, which may end up at the Victorian Civil and Administrative Tribunal (VCAT) if there is a failure to comply.

If you are unhappy with any decision or action taken by the Owners' Corporation Committee, a grievance procedure exists.





ELECTRICITY SUPPLY

WINEnergy is an embedded network and these are established to physically aggregate the energy consumed within a complex to a single metered point. Sub-meters measure tenants' and common area consumption using the latest in smart interval metering technology. This type of high-quality, certified sub-meter is used by local network service providers (LNSP) all around Australia, and meets the stringent metrology code imposed on all providers operating in the national electricity network.

The Owner's Corporation at ROI has negotiated with a wholesale energy provider to make available all electricity to the ROI Apartments. Electricity must be supplied to your apartment through WINEnergy. WINEnergy Customer Service phone number is 1300 791 970 or they can be emailed on enquiries@winenergy.com.au. Connection is available via the WINEnergy website at the following link: <https://www.winenergy.com.au/customers/switch-to-winenergy>

EMERGENCY EXITS & STAIRS

Fire evacuation plans are displayed throughout the building. Emergency stairs have one way accessible doors. If you enter the stairwells you will have to go to the ground floor of the building and exit. Do not try to exit on any floor other than the ground in case of fire or emergency.

FIRE & EMERGENCY PROCEDURES

All apartments are fitted with smoke detectors which must be checked at least annually by owners or tenants. Faulty smoke detectors or batteries must be replaced where appropriate. Smoke detectors make a distinct beeping sound when activated. To avoid activating the building's alarm system, **DO NOT OPEN YOUR APARTMENT DOOR** when smoke is detected especially where the door opens to a hallway or common area.

The building is also fitted with a fire detection system that is checked and tested regularly. Fire hoses are located on each floor throughout both buildings (East and West wing) as are fire extinguishers. A Fire Training session, which is optional for residents and tenants, will be held from time to time and you are strongly encouraged to attend these no cost sessions.

Fire doors on each floor automatically shut if there is a fire emergency or smoke in the building. These are magnetic doors controlled by the Building Fire Control panel. Only if considered safe and there is no fire evident can the doors be opened.

The emergency evacuation meeting point in case of fire is on Nicholson Street outside 'Annoying Brother'.

FIRE EXTINGUISHERS

Dry powder and water based fire extinguishers are located on each floor in case of emergencies. Should you have any questions about the use of these fire extinguishers, please contact our Building Manager or feel free to attend one of our Fire Training Sessions for residents.

GARDENS

The Gardens within the common area have been designed and maintained via the Owner's Corporation and the Building and Garden Maintenance Sub-Committee. Any suggestions from residents with regard to the gardens are welcomed. The Owners Corporation has engaged the services of a gardener to maintain the gardens.

GAS

Gas usage (for cooking) is paid through your body corporate fees or rent, so there is no need to arrange connection or disconnection. Gas supplied for the bulk hot water system is apportioned via lot entitlement and owners are billed quarterly.

HOT WATER SERVICE

The ROI building is currently serviced by two separate hot water service units (one on top of the east wing and one on top of the west wing). Hot water is communal and is charged out quarterly to Lot Owners based on the size of each unit. Any issues with the hot water service should be raised immediately with the ROI Building Manager (contact details are inside the cover page of this booklet).

INSURANCE

The Owner's Corporation has insurance covering the building and contents of the common area for property damage, theft and public liability. This insurance also covers the building and fixtures in your apartment (for example: kitchens, doors and walls) but not for carpets, light fittings and window coverings.

You are responsible for insurance for contents, chattels, and public liability insurance for your apartment, car space and storage cage. You should advise your insurer that your car park is not directly adjacent to your living area.

INTERCOM

Each apartment is equipped with an intercom that allows remote access to the main entry. Once you allow someone to enter the building they will be given access to the main entry door and lift access to your apartment floor only.

If your visitor/s tailgate another person entering, they may be able to get into the lift by following someone however they will not be able to gain access to your floor. Only you can give your visitor/s access to the floor via the intercom system.

Please do not let people tailgate you if they are not known to you or if they are a visitor to another apartment.

KEYS AND SECURITY FOBS

Each apartment will be provided with one or two access fobs to the ROI Building. These access fobs will let you gain entry to the car park, main entry, rear building access, lift access to the West and East Building including the Level 3 BBQ area on the top floor of the East Wing.

Batteries for fobs used to access the building, lifts and garage are type A27 and are available from selected hardware shops and retailers.

Please note that additional or replacement keys (and fobs) can only be obtained through the Body Corporate Manager. Please note that the apartment keys for this building cannot be cut by a general locksmith. They must be obtained via ACE Body Corporate Management.

LETTER BOXES

All letter boxes are located inside the main entry door (to the right on entry to the building) to the West Wing. Please note that this area is under camera surveillance.

Each apartment is provided with a lockable mail box and residents are encouraged to keep your letterboxes locked at all times as identity theft is a major issue throughout Melbourne at the present time.

Please note that if large items are left within the letterbox area they are at risk of being stolen. The Owner's Corporation accepts no responsibility for theft of parcels that are not in a letter box or secure area.

For more secure mail delivery, private Post Boxes can be rented at nearby post offices

- Sumner LPO, 17 Nicholson Street, Brunswick East 3057
- Carlton North LPO, 546 Rathdowne Street, Carlton North 3054
- Fitzroy North LPO, 155 Scotchmer Street, Fitzroy North 3068

The Owners Corporation accepts no responsibility for the loss of any mail or items delivered to the complex. This is the responsibility of the owner/tenant.

LIBRARY & COUNCIL OFFICE

The City of Yarra is our local council and they can be contacted on (03) 9205 5555 or by email on Info@yarracity.vic.gov.au. Their website is at www.yarracity.vic.gov.au and their main office is located at 333 Bridge Road, Richmond.

They also have a library available to City of Yarra residents at 667 Rathdowne Street, North Carlton.

LIFTS

Do not hold lift doors open, lock them in the open position or force objects in the doors. Please restrain your children from playing with the lift buttons, especially the emergency bell.

Please report any lift breakdowns or issues to either the lift company as displayed within the lift, especially if an emergency, or the Building Manager.

We ask for your patience from time to time especially at weekends when lifts may be locked off to facilitate the move in/out of residents.

MOVING IN/OUT

Please contact the Building Manager to advise a move-in or move-out date at least 48 hours in advance of the move. A cash bond may be required for larger moves. The Building manager must be notified of excess rubbish, boxes etc and will advise where these are to be placed.

Rubbish chutes are not to be used for disposing of moving boxes or cartons. The rubbish chutes are for general rubbish only. A detailed Move-In/Move-Out building policy is contained within section two of the Owner's Manual within each apartment.

NBN ACCESSIBILITY

Access to the NBN is expected late 2015.

NOISE

We have all chosen to live in this community of more than 300 people because of its many benefits. However, it's a shared space, and while the vast majority of residents respect each other's comfort, unreasonable noise is the most common cause of disputes.

Rule Number 4 of the Owners' Corporation Rules covers Noise

KEEP IT DOWN BETWEEN 10.00 PM AND 7.30 AM.

This is particularly important when using the BBQ area. If a reasonable request doesn't solve the problem, then, after 10.00 pm, it's a police matter. Please call Fitzroy Police on (03) 9934 6400. It's a 24 hour number.

NOTICE BOARDS

The notice board is located outside the lifts on the ground floor of the West Wing.

Contact the Building Manager, Mario, if you wish to display a notice and check here for information from the Owners' Corporation. Notice Boards are also located outside the lifts on Levels B1 and B2.

OWNER'S MANUAL

Each apartment will have an Owner's Manual which must remain within the apartment at all times for ready reference.

PARKING - RESIDENTS

ONE car park is included in the title of the majority of apartments. These secure parks are located in Levels B1 or B2 of the car park. Vehicle access is controlled by your remote control fob which has a range of 5 - 8 metres.

Each car space is clearly signed. Do not park in the car space of another apartment.

In cases where the residents of an apartment have more than one vehicle, NO PARKING IS AVAILABLE IN THE COMPLEX. Bik Lane is also a 'No Parking' area so second/third resident vehicles must make alternative arrangements.

For your convenience, a 5 minutes pick-up and set down zone has been assigned outside the main entrance to the building.

Tradesmen, removalists etc need a permit issued by the Building Manager with 48hrs notice.

PARKING - VISITORS

17 Visitor Car Parks, including 2 Disabled Bays, are located on common property on B1.

Visitors can access these by calling the relevant apartment on the intercom provided at the entry ramp.

Use is restricted to 48 consecutive hours.

Cars parked in these spaces are regularly monitored for compliance and owners of non-compliant vehicles can be served with Notice of Breach. (See 'Disputes')

PETS

Pets that cause no nuisance to neighbours and no damage to Common Property are permitted.

Owners may not exercise their animals on Common Property nor allow them to roam freely or urinate or defecate on any Common Property at any time.

Animals cannot be kept on balconies at any time except if the occupier or a guest is present.

Kennels or other animal structures cannot be constructed or placed on balconies without the prior written consent of the Owners Corporation.

POST OFFICE - REFER TO LETTER BOXES

PUBLIC TRANSPORT

Yarra Trams Route 96 runs along Nicholson Street and Bik Lane is located between Stop 20 (Reid/Richardson Streets) and Stop 21 (Scotchmer/Pigdon Streets).

Bus Number 504 - Moonee Ponds - Clifton Hill via East Brunswick - operates along Ried and Richardson Streets.

RECYCLING - REFER TO RUBBISH DISPOSAL

ROI ART PRIZE

Incorporated within the Roi Body Corporate Rules is the Roi Art Prize.

Originally a non-acquisitive award for a painting, the annual award is now a \$10,000 acquisitive award for works on paper including paintings, framed prints, photographs and drawings. It is open to artists living in, or with studios or galleries in the City of Yarra.

The Roi Art Prize committee manages the Award and each year invites a distinguished member of the arts community to judge the winning entry.

Entries are called during June each year and the winner is announced at a presentation held in August or September in the foyer of the Roi complex.

Previous winners have been

- 2012 Gordon Bennett 'Coloured People'
- 2013 Hector Burton 'Ngayuku Ngura - My Country'
- 2014 Elvis Richardson 'Rose Window'

The Committee gratefully acknowledges the generous support of local businesses in marketing and staging this event. Sponsors have included

- Nelson Alexander
- 1Call Facility Management Pty Ltd
- Piedimonte's Supermarket & Liquor
- Two Tall Chefs at the cheese shop

The Roi Art Prize Committee is appointed each year at the Owners Corporation Annual General Meeting.

RUBBISH DISPOSAL

There is a rubbish chute in the lift lobby of each floor for securely packaged non-recyclable rubbish.

Recyclable rubbish - cans, bottles, cardboard etc must be taken to the recycle bins in one of the two Bin Rooms on B1 level. Cardboard boxes must be flattened before being placed in bins.

Please note that plastic bags must not be placed in the recycle bins.

Hard rubbish (furniture etc) removal is the individual's responsibility.

The nearest Transfer Station is:

Brunswick Waste Transfer, Whelan's Transfer Station, Kirkdale Street, Brunswick East

Hours: Monday - Friday 7am - 4pm

Saturday - Sunday 9am - 2.45pm (garden and household waste)

Alternatively, residents are entitled to Hard Rubbish Collection. Call Yarra City Council on (03) 9205 5555 to arrange a pick-up.

RUBBISH CHUTES

There is a chute in the lift lobby of each floor for securely packaged non-recyclable rubbish.

Cans, bottles, cardboard etc must be taken to the recycle bins in the Bin Rooms on B1 level.

Do not leave any items in front of the garbage chute, or in front of the Bin Rooms.

Under no circumstances, do not dispose of hard rubbish including glass, brick, crockery, appliances or similar, through the garbage chute.

SECURITY

Access requires a swipe with your key fob. PLEASE don't allow 'tailgating' and report any suspicious activity to the Building Manager immediately.

SMOKING

Smoking is not permitted in the BBQ area, stairwells, lifts, foyers, carparks, hallways or lobbies or any other area forming part of the Common Property.

Please be mindful also that smoking on your balcony may not only cause a nuisance to your neighbours, but may present a fire risk. Cigarette butts must not be disposed of over balconies or on Common Property.

STORAGE CAGES

Each apartment has a storage cage assigned to it. Check with the Building Manager for its location as there are several areas within the complex. You will need to purchase your own padlock to secure the cage.

All items must be stored within the cage. No items may be stored on top of or between the cages on Common Property.

TELEPHONE & INTERNET

Services provided through your preferred carrier.

VISITORS

The Owners Corporation Rules regarding residents' behaviour also apply to visitors, and it is your responsibility as a resident to ensure your visitors comply.

WATER

Connection and accounts are arranged through City West Water.

Phone 13 16 91 (Mon - Fri 8.30am - 5pm)

WINDOW CLEANING - REFER TO CLEANING

ROI ART PRIZE

The ROI Art Prize was established in 2009 by the ROI apartments an initiative to become part of the local community and offer a mutually enriching experience to the artists and the ROI community. The prize of \$10,000 is funded by ROI Apartment Owners (via the Owners' Corporation).

The current winning ROI Art Prize entry is be displayed in our foyer and over time, our acquisitions will be displayed throughout the building providing owners and tenants alike with visual rewards and an increasing asset.

The ROI Art Prize is open to all artists residing or working in a studio in the City of Yarra (Fitzroy, North Fitzroy, North Carlton, Collingwood, Northcote and Richmond) and artists represented by galleries or dealers in this locality.

The ROI Art Prize is sponsored by major sponsors Nelson Alexander Fitzroy and our supporting sponsors Piedmonte's Supermarket and Two Tall Chefs.

roiartprize.com.au





This is your personal copy.
Please retain in your apartment for
ready reference.

Design by



LIGHT + DARK
CREATIVE AGENCY

Information current as at October 2015