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FORM 2
Reg. 220 Subdivision (Body Corporate) Regulations 2001
Subdivision Act 1988

NOTIFICATION OF MAKING, AMENDMENT OR REVOCATION OF RULES

To the Registrar
Body Corporate 1 Plan 1 No. 449737R 401839C

- Attached is a copy of--
 - 1. The rules of the body corporate currently in force.
 - 2. The special resolution passed on 23/06/03 under regulation 220 of the Subdivision (Body Corporate) Regulations 2001 authorising the making of the additional rules of the body corporate.
- Dated 23/06/03
Seal of body corporate



Note 1: In accordance with regulation 311 of the Subdivision (Body Corporate) Regulations 2001, the seal of the body corporate must be--

- (1) affixed in the presence of 2 members of the body corporate; and
- (2) each member of the body corporate who witnesses the affixing of the common seal must record next to the seal that he or she has witnessed the affixing of the seal by--
 - (a) signing his or her name; and
 - (b) printing in full his or her name and address; and
 - (c) stating the capacity in which he or she has witnessed the affixing of the seal.

Note 2: Rules must not be inconsistent with any Victorian Act.

SEAL:

[Handwritten Signature]
SIGNATURE



[Handwritten Signature]
SIGNATURE

SCOTT BUCHANAN
PRINTED NAME

ALAN JEVERINO
PRINTED NAME

MEMBER
CAPACITY

MEMBER
CAPACITY

LEVEL 18
644 CHAPEL STREET
SOUTH YARRA, VICTORIA
ADDRESS 3141

LEVEL 18
644 CHAPEL STREET
SOUTH YARRA, VICTORIA
ADDRESS 3141

FORM 1

Regs 104 and 219 Subdivision (Body Corporate) Regulations 2001

Subdivision Act 1988

STANDARD RULES

Use of common property and lots

A member must not, and must ensure that the occupier of a member's lot does not--

- (a) use the common property or permit the common property to be used in such a manner as to unreasonably interfere with or prevent its use by other members or occupants of lots or their families or visitors;
 - (b) park or leave a vehicle or permit a vehicle to be parked or left on the common property so as to obstruct a driveway or entrance to a lot or in any place other than in a parking area specified for such purpose by the body corporate;
 - (c) use or permit a lot affected by the body corporate to be used for any purpose which may be illegal or injurious to the reputation of the development or may cause a nuisance or hazard to any other member or occupier of any lot or the families or visitors of any such member or occupier;
 - (d) make or permit to be made any undue noise in or about the common property or any lot affected by the body corporate;
 - (e) make or permit to be made noise from music or machinery which may be heard outside the owner's lot between the hours of midnight and 8.00 a.m.;
 - (f) keep any animal on the common property after being given notice by the body corporate to remove the animal after the body corporate has resolved that the animal is causing a nuisance.
-



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Special Rules

Melbourne Campus Apartments

339 Swanston Street Melbourne

Subdivision Act 1983

Body Corporate Plan No. 401839C

A. Negative Obligations

A member must not, and must ensure that the occupier of a member's lot or a visitor or other invitee of the member or of an occupier does not and an occupier must not;

1. Abuse of Common Property

- 1.1 use the common property or permit the common property to be used in such a manner as to unreasonably interfere with or prevent its use by other members or occupants of lots or their families or visitors;
- 1.2 use or neglect the common property or permit it to be used, or neglected in a manner that is likely to cause damage or deterioration to the common property;
- 1.3 bring or permit to be brought into the building any heavy article, which might cause structural damaged to the building or damage to common property;
- 1.4 damage or deface common property;
- 1.5 remove or interfere with any personal property owned by or in the possession of the body corporate or under its care and control;
- 1.6 interfere with the operation of any equipment installed in the common property including, without limitation, elevators;
- 1.7 move any article likely to cause damage or obstruction through common property without first notifying the body corporate and obtaining the approval of the body corporate and then doing so in accordance with the directions of the body corporate. The notice to the body corporate must be given insufficient time to enable the body corporate to arrange for a representative of the body corporate to be present if it is considered necessary;
- 1.8 leave or store any personal property on the common property;

2. Parking

- 2.1 park or leave a vehicle on the common property;



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3. Behaviour

- 3.1 use or permit a lot to be used for any purpose which may be illegal or injurious to the reputation of the development or may cause a nuisance or hazard to any other member or occupier of any lot or the families or visitors or any such member or occupier;
- 3.2 when on common property or on any part of a lot so as to be visible or audible from another lot or from common property be less than adequately clothed;
- 3.3 use language or behave in a manner likely to cause offence or embarrassment to a member or occupier of another lot or to any person lawfully using common property;
- 3.4 enter any other lot without permission or invitation;
- 3.5 use possess or deal in illegal drugs or other substances;
- 3.6 smoke in common areas;
- 3.7 consume alcoholic beverages on common property except when the body corporate has given prior approval;
- 3.8 operate or permit to be operated any device or electronic equipment so as to interfere with any domestic appliance lawfully in use on the common property, another lot or another part of the building;
- 3.9 sexually harass or discriminate against any person on the basis of race, sex, age or gender preference;

4. Noise

- 4.1 make or permit to be made any undue noise in or about the common property or any lot;
- 4.2 make or permit to be made noise from music or machinery which may be heard outside the owner's lot between the hours of 10.30pm and 7.00am;

5. No Animals

- 5.1 keep any animal on a lot or the common property;

6. Garbage

- 6.1 deposit or throw on the common property any garbage except in a receptacle or area specifically provided for that purpose or in the rubbish chute located between floor landings at the eastern emergency staircase;
- 6.2 put cardboard boxes in the rubbish chute;
- 6.3 place anything in the rubbish chute unless it is contained in a tied up plastic bin liner or bag or paper bag;



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7. Bicycles

- 7.1 bring any bicycle on to the common property without the prior approval of the body corporate;
- 7.2 store any bicycle in any unit or on the common property except in the basement storage area in space for which an appropriate fee fixed by the body corporate has been paid to the body corporate;

8. Security

- 8.1 permit any security key or card provided by the body corporate to be held by or used by any person other than the member or an occupier of the lot who has agreed to return the security key or card to the member or the body corporate;
- 8.2 duplicate or permit any security key or card to be duplicated nor lose a security key or card nor hand a security key or card to any person other than another member or occupier nor dispose of any security key or card otherwise than by returning it to the member or the body corporate;
- 8.3 enter an area to which the security key or card provided by the body corporate to the member or occupier has not got access by the security key or card except by approval of the body corporate or invitation of a member or occupier who has a security key or card to the other area;
- 8.4 do or permit anything which may prejudice the security or safety of the building and, in particular, nor leave any fire and security doors unlocked or insecure or in a non operational state, as the case may be, when not in immediate use;
- 8.5 keep any security key on a key ring or any security card in a container which as any identification with Melbourne Campus Apartments or the address of the building;
- 8.6 permit any person to enter the building unless the name of that person and the name of the member or occupier and the room number of the member or occupier and the time of arrival and departure are entered in the guest register in the reception area and that person signs the guest register;
- 8.7 proper open doors to units, the building, or lifts;
- 8.8 permit any person to enter the building with a member or occupier unless that person is known to the member or occupier as a resident in the building;
- 8.9 enter the building without a Melbourne Campus Apartment ID card issued by the body corporate or on its authority;

9. Fire Protection and Insurance

- 9.1 use or store on the lot or on common property any flammable chemical, liquid, gas or other material other than chemicals, liquids, gases or other material used or intended to be used in connection with the permitted use of the lot;
- 9.2 do or permit anything which may invalidate, suspend or increase the premium for any insurance policy effected by the body corporate;



- 9.3 use or interfere with any fire safety equipment except in the case of any emergency nor obstruct any fire stairs or fire escape;
- 9.4 use on the lot or common property any electric jug or kettle which does not turn off automatically after boiling;

10. Signs and Window Coverings

- 10.1 hang curtains, blinds or louvres visible from outside the lot unless those curtains, blinds or louvres have a backing of such colour and design as approved by the body corporate;
- 10.2 install, renovate and/or replace a curtain, blind or louvre without having the colour and design of the backing approved by the body corporate;
- 10.3 in giving its approval, the body corporate must ensure so far as practicable that backings used in all lots present a uniform appearance when viewed from outside the building;
- 10.4 without the prior written consent of the body corporate maintain inside the lot anything visible from outside the lot that when viewed from outside the lot is not in keeping with the rest of the building;
- 10.5 without the prior written consent of the body corporate attach to or hang from the exterior of the building any aerial or any security device or wires;
- 10.6 without the prior written consent of the body corporate affix or exhibit any sign, light, advertisement, name or notice to or on any part of the building unless it is inside the lot and is not visible from outside the lot;

11. Laundries

- 11.1 use the laundries except in accordance with the rules from time to time adopted by the body corporate and notified to the members and occupiers or displayed in the laundries and in particular not to leave the laundry untidy or in an unclean state on vacating the laundry;

12. Notice Board

- 12.1 place any notice on any notice board in the building without the prior approval of the body corporate;

B. Positive Obligations

A member must, and must ensure that the occupier of a member's lot or a visitor or other invitee of the member or occupier observes the following positive obligations and any occupier of a member's unit must observe and must ensure that any licensee visitor or other invitee of the occupier observes the following positive obligations;

1. Repairs & Cleaning

- 1.1 maintain the member's lot in a state of good and serviceable repair and maintain any services which serve that lot exclusively;
- 1.2 keep the member's lot at all times in a reasonable clean and tidy state;



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- 1.3 notify the body corporate of any damage to or defect in the common property or any personal property owned by or in the possession of the body corporate or under its care or control;
- 1.4 keep the common laundries clean and tidy;

2. Compliance with Laws

- 2.1 at the members or occupier's own expense promptly comply with all laws relating to the lot including, without limitation, any requirements, notices and orders of any Governmental Agency;

3. Compensation to Body Corporate

- 3.1 compensate the body corporate in respect or any damage to the common property or personal property owned by o in the possession of the body corporate or under its care or control caused by that member or occupier or any member, licensee or visitor or other invitee of that member or occupier;
- 3.2 provide and maintain in the members lot all fire equipment required under building regulations or requirements of any relevant fire authority;
- 3.3 ensure compliance with fire laws in respect of the lot;
- 3.4 report immediately to the Body Corporate the loss of any security key or card;

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Minutes of the

ANNUAL GENERAL MEETING
of
BODY CORPORATE STRATA PLAN NO. 401839C
Unilodge on Swanston
Melbourne Campus Apartments
339 Swanston Street, Melbourne

held in the offices of **L.R.Reed (City) Pty. Ltd.**
Level 4, 140 Bourke Street
Melbourne VIC 3000



On Friday 20th June, 2003, at 11:00am



- 1. Present**
 Alf Musumeci - Director of L.R. Reed (City) Pty Ltd
 Brian Schnall - Body Corporate Manager of L.R. Reed (City) Pty Ltd
 Brett Hohn - General Manager of Unilodge on Swanston
 Scott Buchanan - Director of Pacific East Coast
 Koula Marinakis - Pacific East Coast
 Janelle Spring - Pacific East Coast

- 2. Quorum:**
 With more than 50% of the unit holders being represented a quorum was declared and the meeting proceeded.

- 3. Chairperson:**
 Mr. Alf Musumeci was appointed as Chairperson.

- 4. Minutes of Previous Annual General Meeting**
 The Minutes of the previous annual general meeting held on 27/06/2002 were accepted as being true and correct by 1. Scott Buchanan & 2. Brett Hohn, who had been in attendance at the meeting.
 Scott Buchanan raised the question of the falling pot plant personal injury claim and Brian Schnall advised that he had heard nothing from Lawyers or Insurers for eight (8) months.



5. Business Arising from Minutes held on 27/06/02

Brian Schnall agreed to write to Nando's to advise that the new greasetrap is installed on Common property without authorisation. Brian Schnall also to seek an explanation of the smell that has arisen since the greasetrap has been installed.

Brian Schnall agreed to write to the church in the basement to discover the plans for the new entrance and to determine that they have the requisite permits.

6. Income and Expenditure Report for year ending 30/06/03.

Brett Hohn raised the approximately \$14,000 cost of works required to satisfy a recent Melbourne City Council fire inspection. The Meeting resolved 1. Scott Buchanan & 2. Brett Hohn that the Body Corporate pay for those works and to accept the tabled report of Income and Expenditure for the previous year.

7. Proposed Budget for financial year ending 30/06/04.

It was noted that an Audit of Body Corporate accounts is not proposed for this year but that the decision to be reviewed annually. The proposed budget was accepted 1. Scott Buchanan 2. Brett Hohn

8. Insurance

Brian Schnall agreed to obtain a valuation report for insurance purposes up to the cost of \$2000 with cover to then be reviewed accordingly.

9. Committee

The following members were nominated and elected unopposed to the Committee:

Scott Buchanan	- Pacific East Coast	9824 0988
Brett Hohn	- Unilodge on Swanston	9224 7777
Alf Musumeci	- L.R. Reed (City) Pty Ltd	9639 4888

10. General Business:

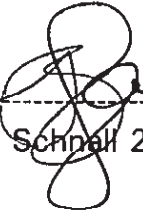
- i) Scott Buchanan described the Lend Lease plans for the changes to the Melbourne Central Development and advised the meeting that PECL and Unilodge were in discussions with Melbourne City Council and Lend Lease.
- ii) Scott Buchanan advised that PECL are seeking expressions of interest in the advertising space on the north facade of the building.
- iii) Scott Buchanan also provided the meeting with a copy of the new laundry contract, which had been entered into with Launder Lease.



- iv) Brian Schnall tabled the draft Special Rules to be lodged and registered at the Titles Office. The special resolution was passed to proceed with the documents to be lodged as soon as possible.

11. Close

There being no further business the meeting closed at 12.20 p.m.



Brian Schnall 24/06/2003



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