



HUDSON PARK

Welcome to Your New Home!

Whether you are an owner or a renter at Hudson Park, you are a resident of one of Ottawa's loveliest and best-located condominiums. In 2009 our first residents began moving in, first at the tower at 245 Kent Street (which we often call HP1), and later at 235 Kent Street (HP2).

Today, we have a diverse community of retirees, students, professionals, and everything in between. You might meet your neighbours in the Art Deco lobbies, the gleaming elevators, the well-equipped fitness rooms or the cozy lounges. You may enjoy bringing some friends to admire the view and enjoy a barbecue on one of the rooftop terraces.

You'll find Hudson Park to be a friendly place, with lots of opportunities to get involved. For instance, there are committees of residents dealing with landscaping, social activities, communications, and other matters that may come up—and they're always happy to make room for new members.

Board of Directors: Hudson Park's condo corporation, OCSCC809, is responsible for both towers. It is run by a five-person Board of Directors. Directors are elected by condo owners at annual general meetings, typically for two-year terms.

Property Manager: The Board employs a property manager to oversee the condo's operations, including financial and maintenance matters. The manager, Axia Property Management, is responsible for the day to day operations of the building. The manager works very closely with your board of directors in an advisory role and is responsible for supervising staff, contractors and tradespeople, scheduling and overseeing maintenance and repair projects, preparing and maintaining financial records for the corporation, as well as the collection of common expense fees. The manager will be the first point of contact for owners with any questions or concerns about the condominium.

Superintendent: OCSCC809 employs a full time superintendent who is on site during business hours. The superintendent, currently Don Clermont, keeps an eye on all aspects of the building's operations. Don's responsibilities include but are not limited to carrying out minor repairs and maintenance around the property, common element inspections of the building's mechanical and fire safety systems. The superintendent is also available to assist residents with their moves into or out-of Hudson Park as well as your reservations for special events in the social room or rooftop patio.

Welcome Package Contents

In this Welcome Package you will find a contact list and some handy information for new residents. We've also included a composting bag and a visitor parking pass to get you started. Lastly, we've enclosed a copy of our resident-to-resident newsletter, *The Park Bench*, as well as some brochures about this wonderful city of Ottawa.

We hope you feel at home at Hudson Park from your first day here, and look forward to meeting you at one of our regular meet-and-greet gatherings.



HUDSON PARK

Contact Information

What	Who	Contact
Life-threatening emergency or crime in progress	Ottawa Police, Fire or Ambulance	911
Non-emergency police matters	Ottawa Police Service	(613) 236-1222
Complaints about bylaw infractions related to excessive noise, illegal parking etc.	Ottawa Bylaw Services	311
General inquiries about the building, e.g. reserving elevators and amenity rooms; obtaining garage-door remote controllers;	Superintendent Don Clermont	hudsonparksuper@live.ca
General inquiries on administrative and financial issues, e.g. condo fee withdrawals, as well as bldg. repairs or maintenance inquiries	Axia Property Management Eileen Boles, Registered Condominium Manager	(613) 237.9519, ext. 313 eboles@condogroup.ca website: axiamanagement.com
24 hours emergencies, e.g. elevator repair, fire, flood or other property damage, security breach, etc Note: this line is not to be used for non-urgent matters. Admin fees of \$50 will be levied for non-urgent calls	24 -hours emergency line:	(613) 736-6280



Good to Know....

If you own your unit at Hudson Park, you will have received a copy of the corporation's rules and regulations at the time of purchase. There's also a Handbook, which distills those rules into a handy summary. If you are a tenant, you should receive a copy of the condo rules from the owner of your unit.

These rules are intended to guide the way we manage our community and live peacefully, side-by-side with one another. We encourage you to read them carefully. But we also understand that this can take time—something most new residents lack.

And so, until you've had a chance to immerse yourself in the complete set of rules and regs, we have prepared this compressed list of some of the most pertinent items of interest.

Deliveries

- Contact the superintendent about the delivery of any item bigger than a small parcel, so that protective pads can be installed in the elevator.
- You must be present during these deliveries.
- Use the 'Door Open' button in the elevator; don't hold or prop open the doors themselves.

Parking

Resident Area

- Only Hudson Park residents may park in the section of the garage beyond the gates.
- You must advise Axia, the property management company, of the make, model and licence plate number of your vehicle.
- You may rent out your parking space, but only to another HP resident. Axia needs to know about that as well.
- You may not store anything in your parking stall except your bike.

Visitor Area

- As a resident, you may not park in the Visitor Parking area at any time; it is for the exclusive use of visitors.
- All vehicles in the visitor parking area must display a completed Visitor Parking Pass on the dashboard. A sample pass is included in your Welcome Package, and additional passes can be found at the Level 1 entrances to both buildings.
- The visitor parking spots are intended for occasional use. For stays longer than 48 hours, contact Axia Property Management.

Pets

- Household pets are permitted, but they:
 - must be leashed or carried at all times when in common areas;
 - must not make excessive noise or disturb other residents;
 - may not be left unattended on balconies.
- You are responsible for any damage to the common areas that your pet may cause.

Common areas

Amenity rooms

- There is a lounge in each building that doubles as a library, TV room, meeting room or party room. You may use these attractive amenity rooms at any time.
- Please note, if you are planning a private event in the lounges that involves eight or more people, you must reserve the space and pay a rental fee.
- All the usual rules of safe and courteous behaviour apply, and you must completely clean up the premises when your function is over.
- The bookings are handled by the superintendent, Don Clermont.

Rooftop terraces

- Each tower has a rooftop terrace, affording spectacular views of the Ottawa skyline. The terraces are normally open from late-April or May to late-October.
- There are barbecues on the terraces for the exclusive use of residents. Please clean them after use.
- There is no smoking on the terraces, and excessive noise or rowdy behaviour is not tolerated.
- The terraces and barbecues cannot be reserved for private events.

Heat pumps, dryers and air vents

- Owners are responsible for annual maintenance of their heat pumps.
- You should change the air filters regularly.
- You should clean the lint trap in your dryer before each use.
- Additionally, there is another vent that runs from the dryer to the outside. It should be cleaned on a regular basis to prevent blockages and possible fires.

Waste disposal

Garbage

- Place all garbage in closed bags so that it does not make a mess in the garbage chutes.
- Don't put anything in the chutes that could become stuck.

Large items

- If you need to dispose of bulky items such as furniture, place them at the curb on Lisgar Street. (Check the City of Ottawa "Waste Explorer" website for details).

Recycling

- Recycling bins are in the garbage rooms at Level 1 of the garages of both towers.
- You can recycle cardboard, paper, tin, plastic and glass.
- You may place returnable beer, wine and liquor bottles in the designated blue bin. The money collected from these bottles is given to local charities.

Composting

- Composting (green) bins are in the garbage rooms at Level 1 of the garages of both towers.
- There are individual unit compost containers available from Don, provided by the City's compost program.
- Please put all compost in a closed liner before placing it in the green bin, or cover it afterwards with compostable non-food waste such as soiled paper or tissue products.
- Compostable bags (like the sample included with the Welcome Package) are widely available at grocery, hardware and department stores. Paper products, newspapers and flyers also make suitable liners. No plastic bags, even those labelled "biodegradable", may be used.
- Reclose the bin securely.