

## Appendix A

### *Notification to Immediate Neighbourhood*



## Signia Construction Ltd

### Notice To Residents

Dear Neighbors,

We are writing to inform you of an upcoming renovation project at the Courthouse in New Westminster. This project involves upgrading the building's envelope systems, such as the roof, walls, and windows, to improve energy efficiency and reduce environmental impact.

Construction is scheduled to begin ....., ....., and will continue for approximately ..... . During this time, you may notice increased activity around the construction site, including construction workers and equipment.

We want to inform you that the work hours for the project will be from **8:00 pm to 12:00 am on Mondays to Fridays, 9:00 am to 6:00 pm on Saturday and 9:00 am to 6:00 pm on Sundays**. We will do everything we can to minimize disruption to the neighborhood during these hours. We will be following all local regulations and taking necessary measures to keep noise levels at a minimum during construction hours. Additionally, we will ensure that the construction site is secure and that all safety measures are in place to protect the workers and the community.

We understand that this may cause some inconvenience, and we apologize in advance for any disruptions this may cause. We want to thank you for your patience and understanding during this time, and we are committed to keeping you informed about the progress of the construction.

If you have any questions or concerns about the project, please do not hesitate to contact us.

Sincerely,

Site Superintendent