

Renovators Guide

Renovations

If you are the owner of a lot and intend to renovate here are some guidelines.

These guidelines may seem rather onerous but they are there to protect all owners by ensuring that Common Property is maintained to the highest possible standard and to limit the liability that may fall to the Owners Corporation now and in the future of any problem whatsoever and for whatever reason that may arise.

The Building Committee will do everything possible to help the prospective renovator including holding special meetings if necessary.

Strata By-Laws

It is most important that any works carried out on private lots are made in line with the By Laws. Failure to do so can render the owner liable for damages to common property. It can take the responsibility of common property away from the Owners Corporation and make it the Lot owners responsibility.

Common Property

Common Property is all property that does not form part of a lot.

The Lot Owner's Property

Your plans will show you exactly what is your lot but in general the following changes can be made without any approvals as these changes are to private lots.

- Painting or wallpapering internal walls and ceilings
- Carpeting
- Changing light fittings
- Changing taps or shower head
- Fitting blinds and curtains
- Attaching fixtures to an internal wall

Renovations requiring approval

- Decorating the exterior of your lot
- Changing the plumbing
- Enclosing a balcony
- Adding an awning to block sunlight,
- Installing an air-conditioner
- Replacing a window frame or door.
- Changes to floor coverings (other than carpeting) including floor tiles

- All structural alterations

If you are considering renovating any of these items then you must seek permission from the Building Committee. The information required by the committee is as follows:

1. Summary of renovations which must include details of any changes to common property
2. For bathrooms and lavatories - floor plans showing location of baths, showers, lavatories, sinks/basin, laundry equipment
3. For kitchens – floor plans showing location of sink, dishwashers
4. Planned start date
5. Likely completion date
6. Likely time frames

Once the plans have been submitted to the Building committee a decision will be made on the requirement for a by-law. Note that if a By-law is required this must go to a Extraordinary General Meeting of the Owners Corporation for approval. This process will take between 4-6 weeks – renovations must not start before the by-law is in place.

If you would like more information or clarification prior to starting any renovations please send an e-mail using the link on the “useful numbers” page on this web site.

Hours of Working

- 07:00 to 17:00 Monday to Friday
- 08:00 to 12:00 Saturdays (no construction work permitted)
- No work is permitted Sundays & Public holidays

Security

The renovator must ensure that security is maintained during the renovation process. Please make sure that contractors only have a minimum set of keys.

Cleaning Up

All contractors must ensure that common areas are kept as clean as possible throughout the work. All common areas must be properly cleaned at the end of each working day.

The contractors must remove all excessive rubbish, packaging materials and building waste before they leave the building. The building's Sydney City Council garbage bins must not be used to remove contractors waste. Additional charges for waste removal will be charged to the lot owners

Lift Curtain

There is a lift curtain available for Lift number 1. This should be installed whenever large items / rubbish is being carried in the lift. To have the curtain installed please send an e-mail using the link on the “useful numbers” page on this web site – 1 weeks notice is required.

Common Property – Balconies Max Weight

Note that there is a recommended maximum weight of 500kgs/SqM on balconies. Please

consider the weight of pots and planter boxes when placing them on balconies.

Date: 3rd September 2010