

## Application for the installation of Air Conditioning Unit/s

Some residents may wish to install an air-conditioning unit on their property. Any change to the common property, including the placement of an air-conditioning unit on a balcony or within a courtyard, requires permission from the Owners Corporation before the installation can commence. This form is to guide residents through the application process. Any application received without relevant information will not be considered until such time as this is supplied.

If the application is from a tenant, it must be accompanied by written permission from the Lot owner.

Applications should be emailed to the building manager : [management@sonomaapartments.com.au](mailto:management@sonomaapartments.com.au)

## Installation Requirements

- Residents will appreciate that the installation of an external air-conditioning unit changes the external appearance of Sonoma, can impact on the structural integrity of the building and potentially disturb other residents
  - The specific requirements for any air-conditioning installation are contained in By Law 11. Owners should read and familiarise themselves with this by-law.
  - Any necessary penetrations must not compromise either the structural integrity or waterproofing of the building. eg Penetrations through concrete hobs are **NOT** permitted.
  - Where installation is going to be visible from outside the lot suitable screening is required. Suitable screening can be natural wooden slatted box or painted wooden slatted box. If painted colour to match walls, depending on the wall location colours are White – Dulux Terrace White; Mid Grey – Maraetai; Dark Grey – Dulux Oolong
  - All ducting must match the colour of external walls.
- Final approval is dependent upon satisfactory inspection of the completed installation.
- Any non-compliant air-conditioning unit will be required to be removed.

## Noise Requirements

Air-Conditioning units generate noise and the Owners Corporation will approve only units where noise transmission to adjacent Lots is 45dba or lower.

## Application Process

<b><u>1. Application</u></b>	<b><u>2. Assessment</u></b>	<b><u>3. Notification</u></b>	<b><u>4. Inspection</u></b>	<b><u>5. Completion</u></b>	<b><u>6. Operation</u></b>
Send completed application to the Building Manager. They will forward to Strata Manager & Committee for a decision	The Strata Manager will advise the outcome of your application within 10 days of receipt by Strata Committee	Advise the building manager at least 7 days prior to installation. Let your neighbours(s) know works are about to commence	Advise the Building Manager works have been completed and arrange for inspection	The building manager will confirm works have been completed to standard.	The owner ensures the operation of the unit does not exceed 45dba in neighbouring lots

ALL Items marked with \* are mandatory fields for application to be considered

<b>*Applicant Details:</b>		<b>*Date:</b>	
<b>*Applicants Name:</b>			
<b>*Apt No:</b>		<b>Lot No:</b>	
		<input type="checkbox"/> Owner <input type="checkbox"/> Agent	
<b>*Contact No:</b>			
<b>*Contact email:</b>			
<p><b>*Have you had preliminary discussion with the building manager concerning the suitability of the proposed location for your Air Conditioning unit/s? <input type="checkbox"/> Yes <input type="checkbox"/> No</b></p>			
<b>*How many Air Conditioning units do you plan to install?</b>			
<p><b>*Where exactly will each external condenser unit be installed?</b>  <i>Please provide diagram showing placement of all external pipes and condenser unit + elevation showing ducting location on external walls.</i></p>			
<b>*List the brand and Model Air Conditioner(s) you intend to install.</b>			
Air Conditioner 1:			
Air Conditioner 2:			

Air Conditioner 3:
*Which company will be installing the Air Conditioners?
*Please describe how the installation will affect common property – include elevation diagram (eg: windows, door frames, running of pipes, wiring)
*Type of screening proposed (materials, colour & style).

## Checklist

- I have attached a brochure and specifications of all air conditioning unit/s to be installed.
- I have attached a photograph of the intended location of the condenser unit/s.
- I have attached a diagram showing the proposed location of all units, pipes and cables noting the points at which they penetrate walls, windows or any other parts of the building & visibility from outside the lot.
- I have attached an elevation diagram showing ducting location on external walls
- I have included the names of suppliers and installers that will be involved in the installation of the air conditioning units.
- I have attached the licence and insurance details for any contractor that will be working onsite.

## \*Declaration

I /we

Understand & acknowledge that:

SP 69746 & SP 71241      Application form for Installation of an Air Conditioning Unit

1. Approval in writing from the Owners Corporation must be obtained prior to commencing installation
2. Operation of the finished installation must not result in noise transmission to neighbouring Lots of greater than 45dba.
3. The Owners Corporation's approval to proceed with the work does not signify approval or acceptance of the finished installation. It is my responsibility to have the finished installation inspected by the Sonoma Building Manager or their nominee
4. Should the finished and operating installation not meet the requirements of Sonoma By laws, including By Law 11 of SP69746/SP71241, or any further conditions of approval, it will be required to be removed.

\*Signed:

Date:

Print Name:

Owner  Agent