

# SILVER QUEEN WEST REMODELING PROCEDURES

For additional information concerning Silver Queen West – please see [www.silverqueenwest.net](http://www.silverqueenwest.net)

**Approved: 05/16/2016**

## A. GENERAL UNIT REMODELING RESPONSIBILITIES AND REQUIREMENTS

[The following apply to all remodeling work except interior painting and hanging items (non-structural items) such as pictures on the wall]

**Prior to beginning interior remodeling, the Owner must understand and comply with all of the following:**

- **Current HO-6 Policy**

Over the past 40 years, the Association has experienced numerous damaging problems due to remodeling work. There has been extensive damage to common property, adjacent and nearby owners units as well as to the unit being remodeled. Therefore to protect the unit owner and other owners, the owner undertaking remodel work must have a current HO-6 insurance for the unit. Prior to beginning work, a copy of the unit owner's current HO-6 policy must be given to the Onsite Manager.

*Should the remodeling work cause damage to other owners' property or common property, the owner performing the work will be held responsible for all repairs and replacements due to the owner-caused damage.*

For more information on condo insurance policies, research HO-6 Policies on the Internet or with your insurance agent – the cost is minimal.

- **Contact the SQW Onsite Manager before beginning work** (Tom Brennan (970) 486-0222, Unit 7332)

In order to coordinate the planned work (minimal remodeling work), you must contact Tom at least 10 days in advance to discuss your scope of remodeling. If the planned remodeling is extensive, please contact Tom as early in the planning process as possible.

Tom will have many helpful suggestions and will identify the hidden utilities in the walls, ceilings and floors that must be avoided to insure that no damage occurs to other units. During the remodeling work, Tom may have to schedule electrical and water service shut-offs

*Note – the original unit electrical service panel does not have a main shut off, only individual circuit shut-offs. There is no individual unit water service shut-off. The water shut-off is for an entire 3-5 unit "stack".*

- **Current Summit County Building Code, Permits and Inspections**

It is the unit owner's responsibility to meet and conform with all current building codes, permits and inspection requirements. This requirement is for the unit's owner, the association and all other unit owners' protection. Silver Queen West and Wilderwest are in Summit County, not the Town of Silverthorne. (Contact info for Summit County Building Department <http://www.co.summit.co.us/185/Building-Inspection>)

- **Work performed by licensed and insured contractors**

It is the unit owner's responsibility to have all work performed by licensed and insured contractors. This is for the protection of the unit's owner, the association and all other unit owners.

- **Original Building Construction Materials**

**Asbestos** - There has been testing for the presence of asbestos in various units over the years. In the units tested the original popcorn ceiling results reported 10% to 12% asbestos present. The original wall texture reports show 1% - 2% asbestos present, well above the allowable amount.

**Lead Paint** – A few units have been tested for lead paint over the years and though none has been found there is no guarantee that there is no lead paint in any individual unit. Unit owners are responsible for testing for lead paint inside their unit prior to beginning renovation work.

*It is the unit owner's responsibility to have all work performed in accordance with the County Building Code, applicable laws and by licensed and insured contractors.*

- **ALLOWED WORK HOURS AND DAYS**

*For the consideration of your neighbors, the normal work hours for work that involves noise-related activities such as hammering, drilling and sawing will be: **Monday through Saturday 8 AM to 6 PM, but does not include the following:** national holidays such as Thanksgiving, during the period from Christmas through New Year's weeks, Memorial Day weekend, Labor Day weekend and Fourth of July weekend. (Note – these are the times when SQW is near fully occupied by part-time owners and short-term renters).*

- **USE OF SQW TRASH CONTAINERS**

Dumpsters are for residential trash only. Silver Queen West will allow Owners to use the dumpsters for limited remodeling projects with written approval of the Onsite Manager or the Board of Directors.

When using the dumpster during a project you are expected to keep the area clean and not overload the dumpster.

Disposal of debris from remodeling projects that generate large amounts of debris in a short period of time violate Waste Management's Policy and are not allowed.

During large scale remodeling projects, please plan on hauling your construction debris to the dump using a pickup truck or trailer.

## B. UNIT FLOORING ACOUSTICAL REQUIREMENTS

**NOTE - the only flooring material allowed in the bedrooms is carpeting with a minimum of 3/8" thickness pad.**

**Background** - impact sound is the sound of a person walking or an object hitting the floor that is heard by someone in an adjacent unit (above, to either side or below). The type of flooring affects how much impact sound is transmitted. Hard surface flooring requires a resilient or soft underlayment to reduce sound transmission. Even with a soft underlayment, floors such as wood, tile and vinyl will transmit more sound than a floor with carpet and pad.

**The following rules are intended to provide a reasonable degree of impact sound mitigation:**

**Approval** - When an owner wants to replace their unit's existing flooring with a material other than carpet and pad (e.g., engineered wood, laminate flooring, tile, stone, vinyl, etc.) the owner must submit information to the Unit Modification Committee (Resident Manager and one board member) describing the proposed flooring. The approval of one Board Member and the Onsite Manager is required before an owner can replace the existing flooring.

Information supplied must include a simple floor plan or sketch showing the extent of the flooring installation. It must also include product literature for the flooring materials (flooring and underlayment), and a description of the installation method (e.g. glue, nail screws, etc.).

**Note** - if after approval the unit owner changes the approved flooring plan, material or underlayment, the original approval is void and a resubmission is required.

The heating system in all units is a baseboard system connected in a loop with the pipes installed in the floor. You must contact the Onsite Manager to locate the location of the pipes *even if you are only installing carpet*. Puncturing the baseboard piping system will flood units below and the unit owner is responsible for all damage and repair costs.

The acceptable underlayment rating for engineered wood and laminate is IIC 72 rating or higher:

Example product names: Floor Muffler (IIC 74 Rating), Shaw Silent Step Ultra (IIC 72 rating), Whisper Mat HW (IIC 72 rating) All available locally.

The acceptable underlayment rating for tile, stone, ceramic, porcelain and other stone materials is IIC 72/ delta 22 or higher:

Example product names: Whisper Mat CS by Protecto Wrap. Available locally.