

**CONSTRUCTION GUIDELINES – ONE EAST SCOTT CONDOMONIUM  
ASSOCIATION**

1. Construction may only be done between the hours of 9:00 AM and 6:00 PM, Monday through Friday. Construction is not permitted on Saturday or Sunday.
2. If an owner combines two units, the unit owner **MUST** submit a notice of intent to do so within 21 days prior to any work to be done in connection therewith, as well as a short description of the work that the owner or his or her agent plans to perform. Upon notice to the unit owner by the Association within seven days the expiration of said 21 days, a unit owner **MUST** also submit complete review by the building's structural engineer. In such event, construction shall not continue until approval.
3. All work done on any unit must adhere to all building codes and otherwise be performed in such a manner as not to be hazardous or potentially hazardous to any unit owner.
4. Owner **MUST** obtain a certificate of insurance from their contractors prior to remodeling, and must submit a copy to the Management Office.
5. It will be necessary to schedule the use of the freight elevator for the transporting of all construction materials.
6. Removal of all construction debris is the responsibility of the owners, who should instruct their contractors to remove all such debris and leftover materials from the premises. The garbage chute may not be used for discarding debris (including, but not limited to, paint pots, plaster, drywall, carpeting, tile, etc.) since doing so could cause damage to the chute.
7. Spray painting, sawing, glass cutting and shaking out of drop cloths, etc. are not permitted in the hallways or stairwells.
8. If any equipment or materials have the potential for damaging the hallways, clean drop cloths must be used to completely cover the traffic areas and provide total protection to the hallway carpeting. They should be removed at the end of each workday.
9. Unit owners will be charged for any damage to or extra cleaning of, the common areas due to remodeling.
10. Only the rear door entrance is to be used by workmen and residents when work materials and large items are brought into or are removed from the building.

11. The Board of Directors and/or the building staff have the authority to inspect any work being performed, to halt construction, and to levy fines if the construction procedures are not adhered to.
12. No tools or apparatus of any kind are to remain in the hallway while any remodeling is taking place.
13. When redecorating bathrooms or kitchens, be certain to keep the exhaust vents intact and unobstructed.
14. When changing the supply lines under sinks, PVC or rubberized piping cannot be used. The pressure in a high-rise is too great to accommodate this material and the pipes will burst.
15. When remodeling, it is a good idea to have your contractor consult with the Building Engineer. This small step can help prevent costly damage in the future.
16. No hard surface flooring (e.g. wood, marble, tile, etc) may be installed in any part of any unit unless such flooring is installed over an underlayment of ¼" cork or equivalent. No hard surface flooring may be installed unless the unit owner's designer, architect or contractor has certified in writing that the proposed hard surface flooring installation meets or exceeds the requirements of the rule.
17. Any changes in the plumbing or electrical system are subject to inspection by the building manager or building engineer before closing the walls. Main-line water or heating shut off (or power interruption) are handled ONLY by the building staff and must be scheduled through the Management Office to allow sufficient time to give other Owners advance notice. All plumbing work and electrical wiring must be done to applicable city codes by qualified licensed personnel.

**All air exchange units must be completely covered to prevent dirt and/or debris from entering the system.**