

THE RIVERSIDE APARTMENTS RENOVATION CHECKLIST

1 Moreland Street & 6-8 Saltriver Place

In order to assist lot owners the OC have prepared the following summary of matters (predominantly extracted from the OC Rules which lot owners are also encouraged to also read) that are relevant to renovations:

1. Hammer drills, jack hammers or other power tools may only be used in the lot between 9am to 4pm weekdays and not at any time on weekends or public holidays (OC Rule 3.1)
2. Changes to the 'external' appearance of a lot are not permitted (OC Rule 24)
3. Building Works must be approved by the OC prior to commencement and the works must be undertaken in accordance with approval (OC Rule 29.1 & 29.2)
4. Trades persons must be adequately supervised (OC Rule 29.3)
5. Trades/delivery vehicles must not obstruct any driveway or entrance (OC Rule 29.4)
6. Alterations must not affect the acoustic or fire rating of the lot (OC Rule 29.5). This rule also provides specifically in the case that a change of flooring type is proposed: *"In the event that a proprietor proposes to change the material used for floor coverings in any part of a lot **full details of the proposed changes together with an acoustic engineer's report certifying that the proposed changes comply with the Building Code of Australia must be submitted** to the Owners Corporation for approval prior to any changes being effected and the changes cannot proceed without the prior written approval of the Owners Corporation."* As such you would need to obtain **an acoustic engineer's report certifying that the proposed changes comply with the Building Code of Australia** as stated in the Rule
7. Appropriate contractors insurance must be in place (OC Rule 29.6).
8. The lot owner is responsible for cleaning up of all mess and making good all damage to the common property or any other lot (OC Rule 29.8 & 29.9). Any mess on the common property must be thoroughly cleaned up/mopped/vacuumed immediately. If the OC is required to clean up any mess then the cost will be charged back to the relevant lot owner.
9. Please call the building caretaker/cleaner Admon on 0416 611 168 immediately to report any incidents.
10. Construction waste must not be deposited into any garbage receptacle at the property
11. If the works involve altering any waterproofing (i.e. retiling of floors/walls), plumbing or electrical works these works must be completed to relevant NCC and Australian Standards by qualified/licensed tradespersons and compliance certificates issued. The lot owner remains responsible for any damage caused due to faults with any works undertaken.
12. Fire sprinklers must not be altered without prior approval of the OC and using a contractor approved by the OC
13. Smoke detectors in the common areas are connected to the fire alarm system. Lot owners are responsible for ensuring that the door to the lot is kept closed at all times to ensure that dust/smoke does not escape into the common area which may trigger other smoke detectors and result in fire brigade attendance (which can cost \$1,500-3,000 per attendance and is payable by the relevant lot owner who caused the activation).
14. A Move-in/out booking is required in order to arrange for the common area to be inspected prior to bringing in/out building materials/rubbish (OC Rules 6 & 31). Please follow the instructions posted online at <https://theriverside.com.au/documents.html>. Please prepare some sort of programme or advise which days you will be taking out rubble and which days you will be receiving deliveries so these inspections can be carried out by the caretaker. The lot owner is responsible for the cost of rectification of any damage or clean up required to the common property.