

THE KNOLLS OF BIRMINGHAM

STANDARD

AUXILIARY AIR CONDITIONING OPTIONS FOR TWINS & TOWNHOMES

The purpose of this Standard is to specify the homeowner's auxiliary air conditioning options for use within the Knolls of Birmingham community both Twins and Townhouses. ***PLEASE***

NOTE: Window Air Conditioners are a violation of the Community Rules and Regulations and are not to be installed or used at any time.

Application and Authorization Requirements:

Homeowners may add to or modify their air conditioning at their own expense upon the prior written approval of the Architectural Committee and/or Board of Directors and must meet all the requirements of the standard as written below.

These are to be temporary installations and may only be in place from **May 1 through October 1 of each year**. You need only apply on (1) occasion, each successive yearly installation of a portable unit must continue to be in compliance, and is subject to an inspection yearly by the Architectural Committee and/or the Maintenance Committee

Homeowners wanting consideration for a modification and/or addition of the optional air conditioning must submit a written request using the standard request form **prior to beginning any modification and/or addition**. The Architectural Change request shall include the following:

Sufficient system details and specifications, including the make and model numbers of the system, shall be included so the AC Committee can evaluate appearance, finish, color, access, and all materials to be used in the modification and/or addition.

The contractor's name, address, and phone numbers that will be installing the air conditioning option, as well as a "Certificate of Insurance" including workmen's compensation.

The homeowner agrees to assume all responsibility for damages to the respective unit caused by the installation construction or by leakage of water into or out of the walls, other building components, landscaped areas of the community impacted by the installation of the air conditioning systems.

A homeowner agreement (Declaration of Maintenance) to assume all responsibility for maintenance, repair, and replacement of all components of the chosen air conditioning systems and the all impacts on the walls or other building components impacted by the installation of the air conditioning systems currently and/or future owners.

Standards for Auxiliary Air Conditioning Options

All modification or addition shall meet applicable BOCA codes and all local and state building codes including a township issued building permit/inspection should it be necessary. .

Auxiliary Air Conditioning Options that will be considered by the Architectural Committee and/or Board of Directors:

Option 1: Install in-house modification to existing air conditioning system and ductwork. Changing ductwork, adding duct booster fans, or other interior modification **does not** require

Architecture Committee or Homeowner Association approval **as long as, the exterior of the unit is not impacted or appearances changed.**

Option 2: Installation of a ductless mini-split air conditioning system. These systems consist of an outdoor coolant compressor and an indoor cooling unit connected to each other with tubing for the coolant and condensation drain.

The outdoor coolant compressor shall be installed at the rear of the unit and placed in an area that provides minimal visual or other impact on the adjacent neighbors or neighborhood.

Coolant tubing and condensation tubing between the compressor and the indoor cooling unit may be run up the exterior of the unit to the floor. All of these tubing lines shall be enclosed in a standard aluminum gutter downspout having a manufacturer applied color matching the gutter and downspouts on the unit.

The condensation from the system shall be discharged into a drain or at a location away from the unit that will not interfere with lawn or unit maintenance. And must be clearly indicated with a detailed scale drawing showing the particulars of this portion of the system installation as part of the Architectural Request.

Penetration of the tubing into the unit shall be through the side wall of unit or the dormer if present. All penetrations shall be adequately sealed with an elastomeric caulk around the tubing to prevent the penetration of rain or insects into the exterior walls of the unit.

Reinstall siding or stucco. Any damaged siding shall be replaced and stained to match the existing siding. Any damaged stucco shall be replaced with colored stucco to match the existing stucco color and texture.

Remove all debris from job site.

Option 3: Installation of portable room air conditioner. These systems consist of a portable indoor air conditioning unit (having an appearance similar to a portable room dehumidifier unit) that requires a small exhaust/vapor vent to the outside of the unit.

Many of these units have a self or auto evaporative technology where the condensation from the cooling is evaporated and discharged in the exhaust air to the outside of the home via the use of an exhaust/vapor vent. **The evaporative technology is the HOA preferred type of unit.**

However, some of portable units have condensation tanks which must be emptied. In this case, accumulated condensation must be discharged into a drain within the unit. **Discharging of condensation onto the roof or into the gutter and downspouts is not an acceptable method and will not be approved and is a violation of the Rules and Regulations of the community.**

THE FOLLOWING APPLIES TO TOWNHOME UNITS ONLY:

The exhaust/vapor vent may be outlet through the window. The exhaust/vapor vent shall be installed to minimize any visual change or impact to the exterior of the unit. For sliding or double hung windows, the standard exhaust vent installation kit would be an acceptable solution to minimize any visual change or impact to the exterior of the unit. However; many units, the windows are casement windows. Casement windows present a problem for the installation of a standard exhaust/vapor vent. One of the following solutions will be considered; but, the selected method must be declared in the AC request application.

Replace the screen in the upper $\frac{3}{4}$'s of the casement window with a clear sheet of Plexiglas and securely install the exhaust/vapor vent kit provided by the air conditioning manufacturer in the lower portion of the window. Secure the Plexiglas sheet and manufactures exhaust/vapor vent into the casement window (through the use of a frame similar in nature to the existing screen)

screen slot sufficiently enough to prevent rain leakage or it blowing out with wind and rain storms. Open casement window only enough to allow for adequate exhaust/vapor venting.

PREFERRED METHOD OF INSTALLATION: Replace the screen in the casement window with a piece of exterior grade clear Plexiglas that will fit into the screen slot and securely install the exhaust vent thru the Plexiglas sheet. Secure the Plexiglas sheet into the casement window screen (through the use of a frame similar in nature to the existing screen) slot sufficiently enough to prevent rain leakage or it blowing out with wind and rain storms. Open casement window only enough to allow for adequate exhaust/vapor venting.

THE FOLLOWING APPLIES TO TWIN UNIT OWNERS The exhaust/vapor vent may be outleted through the window. The exhaust/vapor vent shall be installed to minimize any visual change or impact to the exterior of the unit.

a. double hung windows, the standard exhaust vent installation kit would be an acceptable solution to minimize any visual change or impact to the exterior of the unit

b. For sliding windows the installation technique used should be the same or similar to townhome option #2

c. For casement windows the installation technique used shall be the same as townhome option #1 or #2.

b. NO CONDENSATION VENT LINES MAYBE INSTALLED AT ANY TIME. c.
Reinstall siding or stucco. Any damaged siding shall be replaced and stained to match the existing siding. Any damaged stucco shall be replaced with colored stucco to match the existing stucco color and texture.

d. Remove all debris from job site.

Installation

Upon completion of the work, PENCO shall be notified that the work is completed and ready for the final inspection by the Architectural Committee and/or Board of Directors.

When modifying or adding an auxiliary air conditioning system to any unit any/all damage or existing unit resulting from the modification and/or addition will be the responsibility of the homeowner to repair to the satisfaction of the Maintenance and/or Architecture Committees.