

# Stadium Gardens Apartments

Body Corporate 304209

[www.stadiumgardensapartments.org.nz](http://www.stadiumgardensapartments.org.nz)



## Heat Pump Policy

### Introduction

The Stadium Gardens Body Corporate (SGBC) acknowledges that:

- some, but not all, Units have external cladding penetration available for heat pump installation;
- penetration of the external cladding, unless done professionally and with adherence to strict guidelines, could result in warranties becoming void;
- Owners benefit from a uniform, tidy, orderly and neutral appearance to the Building as a whole; and
- introducing heat pumps and associated infrastructure has the potential to impact upon other building users and upon the appearance of the building.

SGBC has developed this Policy to address these considerations. An initial assessment of potential areas for cladding penetration has been completed by SGBC's engineering advisor.

This Policy outlines how Owners can obtain prior written approval as referenced in Clause 16 of the SGBC operating roles (Building Work and Contractors)

*An Owner will not:*

- I. carry out any repairs, maintenance, additions, alterations or other work (collectively work) to any part of the Building Elements;*
- II. attach any to, or penetrate, the Building cladding system, without the prior written approval of the Body Corporate and will comply with any conditions that form part of any such approval.*

### Guidelines for installation

The Committee will consider a request for approval of heat pump installation against the following guidelines:

1. If an existing penetration is not already available, Owners can request approval to create a penetration through the building envelope to enable the passage of pipes, cables, ducts, wires, hoses, and the like.

2. Works must be in compliance with relevant legislation, specifically the Building Act. Owners are responsible for obtaining any consents, if these are required. Note, Schedule 1, Clause 14 of the Building Act (2004) **may** provide an exemption from the requirement for Building Consent.
3. Cladding penetration technique and location must follow drawings and guidance, available from the Building Manager.
4. The installation must adhere to SGBC Operating Rules – in particular 3b(iv); 6b(v); 16 and 17a.
5. Minimisation of the visual impact of the external unit by considering placement of the unit to reduce visibility by passers-by and other building users.
6. Minimisation of the visual impact of the external pipework by considering length and number of joins or junctions. The colour of this pipework is to be matched/painted to the colour of cladding it passes over/through.
7. Minimisation of any vibration and/or noise impact of the external unit on other building users.
8. Penetration must be through inter-wall void space and must not impact the structure of the building, including any timber structural framing.
9. External units must not be placed adjacent to an adjoining unit.
10. External units must be free standing and not fastened to the building.
11. Drainage from the external Unit must be directed into existing drains
12. Owners are responsible for maintenance of the Unit. Anti-corrosion treatment should be applied to the Unit.
13. All costs associated with the installation, operation and maintenance of the heat pump are the responsibility of the Owner.
14. If an application needs to be referred to the Body Corporate's engineers for assessment, the Owner is responsible for any costs.

## **Process**

Before completing an application, Owners should refer to the SGBC's initial engineering assessment and installation drawings. These are available from the Building Manager.

Before commencing any such installation, the owner must request and receive approval from the SGBC Committee. A form for approval is appended.

The SGBC Committee will consider requests and, if approved, may impose conditions upon the granting of approval. Prior written approval, if given, will be provided by email from the Building Manager.

SGBC reserves the right to inspect any such installation and may require alterations or removal, at the expense of the Owner, should any defect or non-adherence to processes, requirements or Operating Rules be identified that does not have prior written approval.

## Stadium Gardens Body Corporate: Request for Body Corporate Committee Approval of Heat Pump Installation

<b>Unit Number</b>	
<b>Owner name</b>	
<b>Contact details</b>	
<b>Heat pump details</b> (e.g. model, capacity, dimensions)	
<b>Side of building</b>	[delete as applicable] <ul style="list-style-type: none"> <li>● East / Thorndon Quay</li> <li>● South / Fire Station</li> <li>● South West / Ambulance Station</li> <li>● West / Davis Street</li> <li>● North / Davis Street Intersection</li> </ul>
<b>Cladding penetration</b>	Existing penetration: [delete as applicable] Yes/No Diameter: Describe location:
<b>Who will carry out the works?</b> (e.g. company names)	
<b>Distance of external unit from nearest adjacent Unit</b>	
<b>Details of any deviation from SGBC Head Pump Guidelines for installation</b>	

Please attach (or copy into this document):

- Marked-up photograph(s) to indicate the location of the proposed external unit taken from 2-3m distance
- Marked-up photograph(s) to indicate the location of the proposed pipework taken from 2-3m distance
- Marked-up photograph(s) to indicate the location of the proposed penetration taken from 1-2m distance
- If the unit, pipework, or penetration may be visible from street level, marked-up photograph(s) to indicate the location of these taken from street level