



Renovations by Residents

Approval of plans

Plans for structural renovations including windows (a diagram of what windows will look like closed) must be submitted to the Body Corporate Committee for approval prior to commencement. Failure to do so will result in a “stop work” order.

Any intended changes to floor surfaces must be submitted to the Committee for approval prior to the commencement of works. The submission should include details demonstrating that the new surface meets acceptable maximum acoustic sound levels, ie details of sound attenuation measures to be installed, or other information sufficient to satisfy the Committee that floor surfaces, particularly hard surfaces such as ceramic tiles, stone and parquetry timber floors, will not exceed acceptable sound levels.

Polishing of floors

Please be aware toxic fumes from the polishing of floors travel via the lift and stair well in this building. The lift acts like a vacuum sucking out the fumes from the floor being renovated and dispersing it throughout the building – proper planning must be in place prior to commencement. In past other residents have had to seek medical attention due to breathing difficulties.

Notice to residents

Many of our residents are retired or operate a home office. As much notice as possible of impending renovation must be given as a common courtesy to residents so they can make alternative arrangements to be out of the building if the conditions may be unbearable for them. When dates are known please notify the Body Corporate via the letterbox or email office@advantagebcm.com.au and ange@straight2.com so we can place a notice to residents.

Hours of work / Lift Use

Due to the number of elderly homebound residents we encourage operational the hours below when the noise of power tools used is invasive to their privacy.

Monday – Friday: 8.30 – 4.30 pm

Saturday: 8.30 – 12 noon

Sunday: no trade onsite

The use of the lifts for the movement of goods and materials is to be confined between 9.00am and 4.30 pm to allow residents to leave the building each day.

The Building Manager or ‘appointed Body Corporate Committee member’ must inspect and meet with the owner / representative on a Monday and Friday during renovation to get an overview of the week ahead and ascertain what tradesperson are expected on site.

At the close of the week, review, raise any issues and ensure the tradespersons are adhering to rules & regulations as explained to them by the owner.

The Building Manager or ‘appointed Body Corporate Committee member’ is a representative of the owner of the unit under renovation in addition to the other 41 unit owners at Bowen Place.



Lift Curtains and tradesmen on site

The Building Manager or 'appointed Body Corporate Committee member' will introduce himself to your tradesmen on arrival and reinforce the rules and regulations including the daily installation and removal of the lift curtain - this is ultimately the responsibility of the unit owner

Common areas

Your common area is also a common area for your neighbouring units, and owners are entitled to expect these areas to be kept clear of unsightly mess even when renovations are occurring.

No furniture, building materials, rubbish or other items are to be stored or left in the common area outside your unit or garage doors during renovations, or at other times. Reducing the width of the common area corridors potentially breaches fire escape regulations even if the fire door is not blocked, and these items create trip hazards for residents, visitors, tradesmen and our cleaners.

Fire doors and the doors to LG1/LG2 are NOT to be left or "propped open" by tradesmen. It is the owner's responsibility to ensure this does not occur.

All items must be brought in and removed via the side access fire doors, not through the main entrance.

Any damage to common areas during the period of the renovation is the responsibility of the owner to remedy – ie stained / soiled carpets in common areas, scratched / damaged walls or doors.

If renovation rubbish is removed, or materials brought in, via the lift, down the stairs or through common areas, the area must be swept and cleared by the owner or their builder daily.

Parking Onsite by Trade

The trade park outside the garbage cupboard is NOT a permanent car park for tradesmen during a renovation and must not be blocked as the garbage truck cannot access the bins. The exception to this is the placement of a rubbish skip, removed periodically throughout the renovation, and the surrounding area must be kept tidy at all times.

If a tradesman needs to use a generator or other equipment from outside the building for more than two hours, you must notify the Building Manager, who will advise where the equipment may be placed. Failure to do this may result in the equipment being removed.

Failure to comply with the above will result in a stop work notice being served on the owner.

Plumbing / Electrical work

Clear plans of planned grey & sewerage pipes are available by contacting the Body Corporate Manager. Please note these are separated pipes at Bowen Place. Access to electricity cupboard can be arranged with prior warning to Body Corporate Manager or or 'appointed Body Corporate Committee member'.