

Mariner's Walk Interior Renovation Policy

The Board of Directors for Mariner's Walk desires to set forth a uniform policy for interior renovations. The need for this policy has arisen due to the damages caused to the common elements of the buildings in past remodeling efforts.

Structural Repairs and Overall Condition

Owing to original design and construction defects and age, a major structural repair project was completed in 2008. Amongst other things, many of the floor framing systems were reinforced. This did not include all floors but only those that demonstrated excessive deflections or other signs of distress. In order to overcome the distorted shapes of the buildings, many structural elements had to be repositioned by jacking efforts. The effect of these repairs has been to place the buildings in significantly better structural condition but well short of perfect. Moreover, the original structural systems in conjunction with the repair elements comprise an exceedingly complex structural environment.

In the past, both before and after the recent major repair project, individual Owners have renovated their units in a way that was detrimental to the building structures and other common elements. The cost to remedy these problems has not been trivial.

Specific Existing Conditions

There are a few specific conditions that Owners should be aware of prior to making plans for individual unit modifications.

1. Kitchen Walls- Many Owners find that the removal of hallway walls adjacent to the kitchens is more pleasing. These hallway walls were never intended to be load bearing elements. However, due to the poor performance of the floor framing systems, most of these walls carry floor loads from above. During the recent repair project, a number of units were strengthened in a way that would allow the removal of portions of the hallway walls. This is not true for all units. It is the policy of the Board that any Owner that desires to remove this element will also have to bear the entire cost of the structural modifications that are required to assure the adequacy of the modification. This will include the costs for services by the HOA's engineer and contractor.
2. Concrete Topping Slabs- For sound transmission and fire safety reasons, there is a Gypcrete concrete topping slab on the floors between units. Specifically this pertains to the lowest floor of the D, E and F units. Due to the poor structural performance of the floor framing systems and the effects of the previous repairs including jacking, many of these floor slabs contain extensive cracks. While the slabs are not structural and therefore do not present a structural problem, their ability to serve as a base for tile or other hard finishes would be questionable.

The Gypcrete shall not be removed from any unit without prior notification and approval by the HOA's engineer. It is the policy of the Board that any Owner that desires to make such modifications will also bear the cost of replacement or repair of the concrete slabs if warranted. The cost for services by the HOA's engineer and contractor will be borne by the unit Owner. The Owner will also accept the responsibility for the future performance of the tile or other hard floor finish.

3. Window and Sliding Door Replacement- Given the age of Mariner's Walk, many windows and sliding door have been replaced. These elements are considered shared between the individual Owners and the HOA, i.e., the window or door unit is the responsibility of the Owner while the

structure of the opening including the waterproofing is the responsibility of the HOA. Owners that desire to change doors or windows should be aware that the City of Isle of Palms has specific criteria for replacement windows and doors. It is the policy of the Board that the HOA will share in the cost for the replacement of doors or windows based solely on the condition of the existing door or window unit. The condition assessment will be made by either the HOA's engineer or contractor at the unit Owner's expense. Owners that desire to replace doors or windows are advised that the installation of windows and more critically, the sliding doors will have a significant impact on the waterproofing especially at the exterior balconies. This work will only be allowed by the HOA's contractor with supervision by the HOA's engineer and at the expense of the unit Owner. Replacement windows and doors are to be manufactured by Andersen.

4. Plumbing, HVAC and Electrical- Mariner's Walk is constructed in a fashion that makes plumbing, HVAC or electrical changes very difficult without significant structural modification. Typically, these subspecialty contractors do not possess the knowledge commensurate with the complexity of Mariner's Walk. For this reason, many instances of damage to the common elements have occurred. The changes of concern to the HOA include the relocation of any pipe, duct or wires. The simple replacement of switches or fixtures is allowable. Owners that desire to make such modifications are hereby cautioned. It is the policy of the Board that any changes to the plumbing, HVAC and electrical systems will be borne by the unit Owner and will include the structural modifications required as a part of such changes. This work will only be allowed either by the HOA's contractor or with supervision by the HOA's engineer and at the unit Owner's expense.

General Construction Requirements

The Board has set forth the following general construction requirements for all interior renovation projects.

1. Qualifications- Contractors that are proposed to do interior modifications shall be qualified to perform that work. The property manager in conjunction with the HOA's engineer and the Board shall make this determination.
Contractors that are not on the approved list shall submit their statement of qualifications and be interviewed.
2. Licenses- Contractors that are proposed to do interior modifications shall possess the proper licenses both from the state and city.
3. Insurance- Contractors that are proposed to do interior modifications shall possess sufficient insurance coverage and shall obtain a statement from their carrier naming the Regime as a separate insured.
4. Scope of Work and Approval- Prior to commencement of any interior modifications, the individual unit Owner, in concert with the proposed contractor, shall submit a detailed proposed scope of work. All elements of modifications shall be addressed. No work shall be performed until the modifications are formally approved. Any additions to the scope of work are to be submitted in the same fashion.
5. Photographic Documentation- At the conclusion of all interior renovations, the unit Owner shall submit photographs of the before and after conditions.

6. Time- No interior modifications will be allowed during the period from May 1st to September 10th.
7. Permits- Building permits for all interior renovation projects are to be obtained and prominently displayed on-site.
8. Containment- All construction activities associated with the individual unit renovation shall be completely contained within the confines of the particular unit undergoing modifications. The use of stair landings and the like for carpentry work, etc., will not be allowed.
9. On-Site Storage- As a general rule, the storage of construction materials associated with interior modifications will not be allowed on the grounds. Under special circumstances, the Board will allow this activity in specified areas and for specified durations.
10. Sanitary and Debris Facilities- In most interior renovations, it is possible to make use of the toilets within the unit. Where this is impractical, temporary toilets will be allowed and located where designated by the property manager. Under circumstances where a dumpster is needed, it shall be located as determined by the property manager. No debris is to be placed in the dumpsters maintained by the HOA.
11. Cleanup- Contractors performing interior modifications shall maintain the premises in a clean and orderly fashion. All debris shall be completely removed on a daily basis.
12. Latticework and Ground Floor Soffits- In many interior renovation projects, it is necessary to gain access to the crawlspace areas. Should this arise, the renovation contractor will be responsible for replacement of the latticework and the soffit material (plywood that maintains the first floor insulation in place) to the satisfaction of the HOA. The soffit plywood must be replaced daily.
13. Damage to Common Elements- All damage to the common elements attributable to a contractor performing interior modifications shall be immediately repaired. All such repairs shall be performed in a timely fashion and in a manner specified by the HOA. In the event that the contractor fails to complete such repairs, the Board will perform this work at the individual Owner's expense. Any common area/structural repairs related to faulty workmanship by an Owner's contractor after such time the Owner's renovations are completed, will be the sole responsibility of the Owner to pay for, and have repaired by, the HOA approved contractor with oversight by the HOA engineer.
14. Reporting of Problems- Contractors working on interior renovation projects shall immediately report any water leaks or other similar condition to the property manager.
15. All modifications must be approved by the Board of Directors and HOA Engineer, at the cost to the owner.

Mariner's Walk Contractor Guidelines
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