

MUTUAL OPERATIONS

PHYSICAL PROPERTY

Skylights & Sola Tubes

Article 11 of the Occupancy Agreement states that maintenance of the roofs of residential buildings is the responsibility of the Mutual. Skylights and Sola Tubes may be installed through a contract between the resident and a contractor under inspection by the Physical Property Department. The responsibility for maintenance of the skylight or Sola Tubes installations requires definition and agreement.

The diagram shows a typical skylight installation, consisting of a dome to admit light, a wood shaft that extends from the dome down to the interior ceiling in the room, wood curbing for mounting the dome, and steel flashing to make the installation watertight.

Responsibilities are as follows:

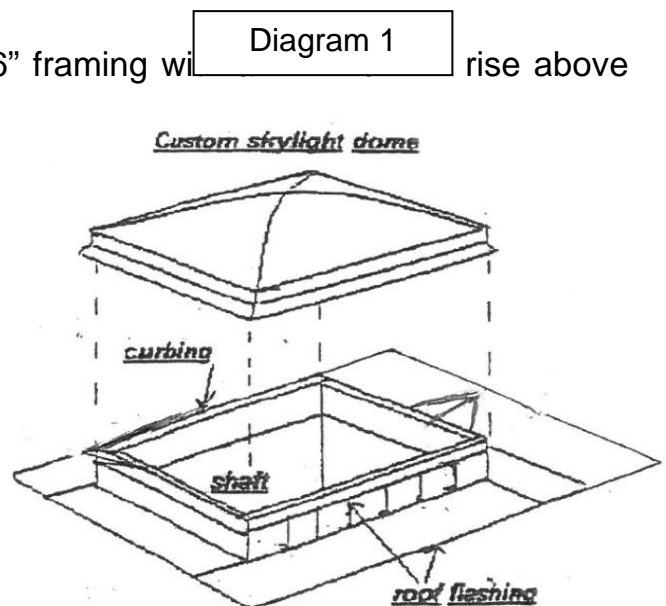
During the warranty period, the contractor is responsible for the entire skylight and Sola Tubes installation. After the warranty period, the following responsibilities apply:

- a) Mutual: The Mutual is responsible for the curbing and flashing since this will normally be changed when the building is reroofed.
- b) Resident: The resident is responsible for the skylight dome, the skylight operating mechanism, the shaft (including painting), and the ceiling grid. (See Diagram 1)

1) The skylight curbing shall consist of 2" x 6" framing with Diagram 1 rise above roof sheathing and flashing. (See diagram 2)

2) Only curb-mounted skylights shall be allowed in the Mutual. Self-flashing skylights are prohibited.

3) Sola Tubes shall be installed in accordance with manufacture specification and responsibility of domes and shaft is the shareholder.

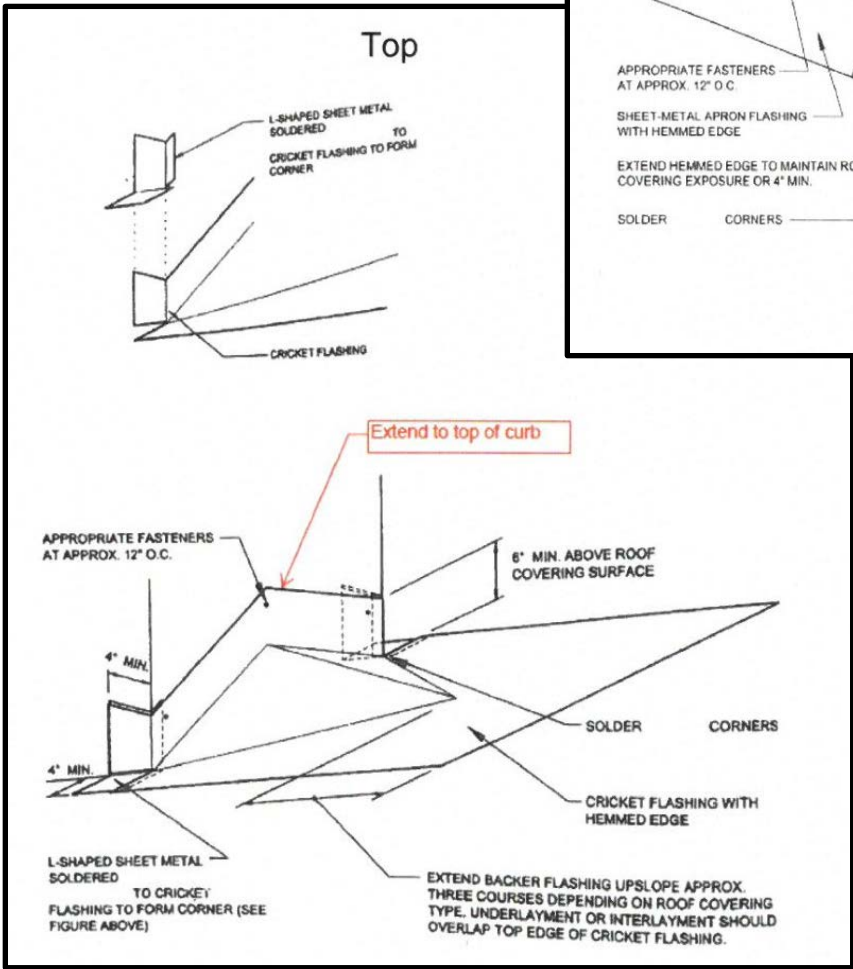
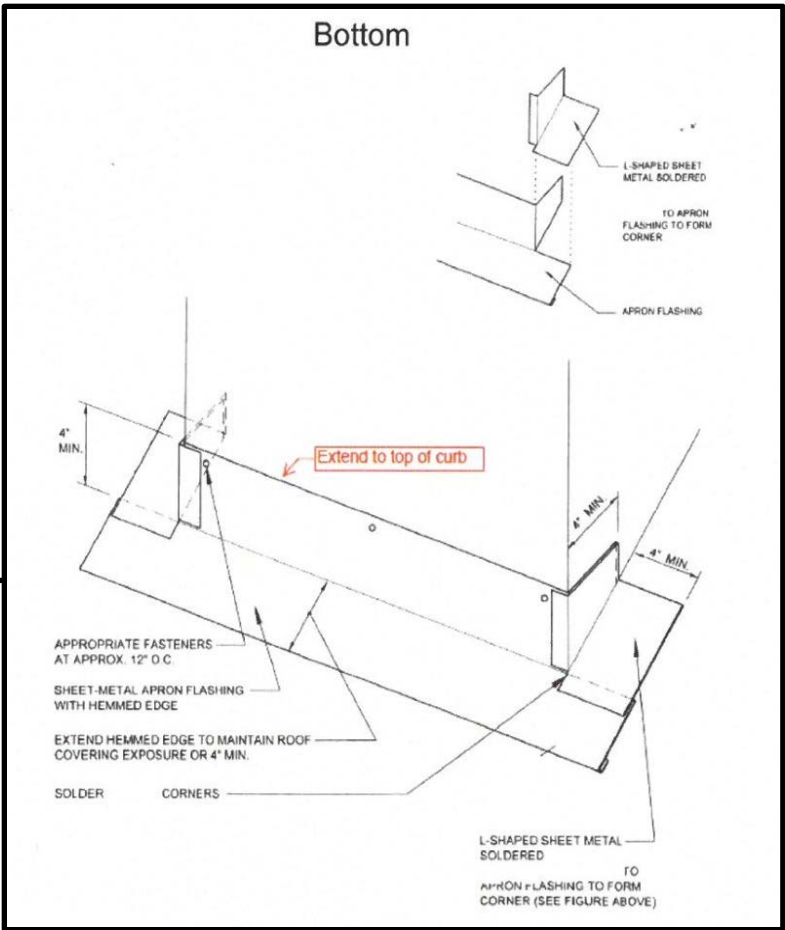


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Diagram 2



MUTUAL ADOPTION

THREE: 08-12-16

(Aug 16)