

MUTUAL OPERATIONS

PHYSICAL PROPERTY

Skylights & Sola Tubes – Mutual Seven

Maintenance of the roofs of residential buildings is defined by Article 11 of the Occupancy Agreement which states that maintenance of the roofs is the responsibility of the Mutual. Skylights or sola tubes may be installed through a contract between the shareholder and a licensed contractor under inspection of the Physical Property Department. All necessary permits must be obtained. The responsibility for maintenance of skylight or sola tube installations requires definition and agreement.

The maximum number of skylights and or sola tubes may not exceed four (4) total in any one unit roof.

Sola tubes are acceptable. The maximum diameter of a sola tube is 14”.

A skylight may be placed in any room of the unit when the Mutual Board determines that the attic space, at location of choice, does not inhibit a particular installation. In the kitchen and original bathroom area, a skylight may be 22”x 22” and may have a flared shaft. In other approved locations, the skylight may not exceed 30” x 60”.

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:

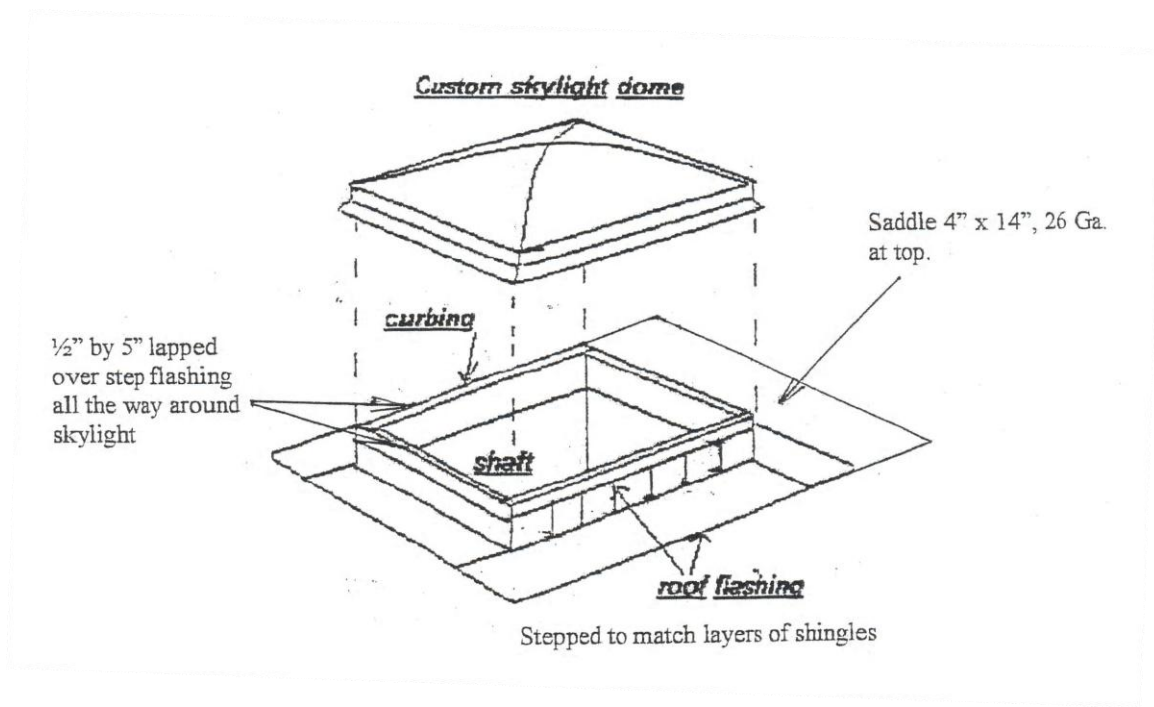
1. During the warranty period, the contractor is responsible for the entire skylight installation.
2. After the warranty period, the entire skylight or sola tube maintenance is the shareholders responsibility. This includes, but is not limited to the curb, flashings, dome, operating mechanism, shaft, including painting, and ceiling grid. (See Diagram 1)
3. Inspections will be done annually by the GRF Physical Property Department. Notices will be sent to shareholders whose skylights or sola tubes need repairs. If repairs are not made by the shareholder within the specified time on the notice, the Mutual retains the right to have the skylight or sola tube repaired at the shareholder’s expense. The shareholder responsibility pertains to all skylights or sola tubes installed regardless of the installation date.

Mutual Seven has defined the following specifications with regard to skylight/sola tubes installations:

MUTUAL OPERATIONS**PHYSICAL PROPERTY****Skylights & Sola Tubes – Mutual Seven**

1. The skylight curbing shall consist of 2" x 6" framing with a minimum 4" rise above the 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.

Diagram 1

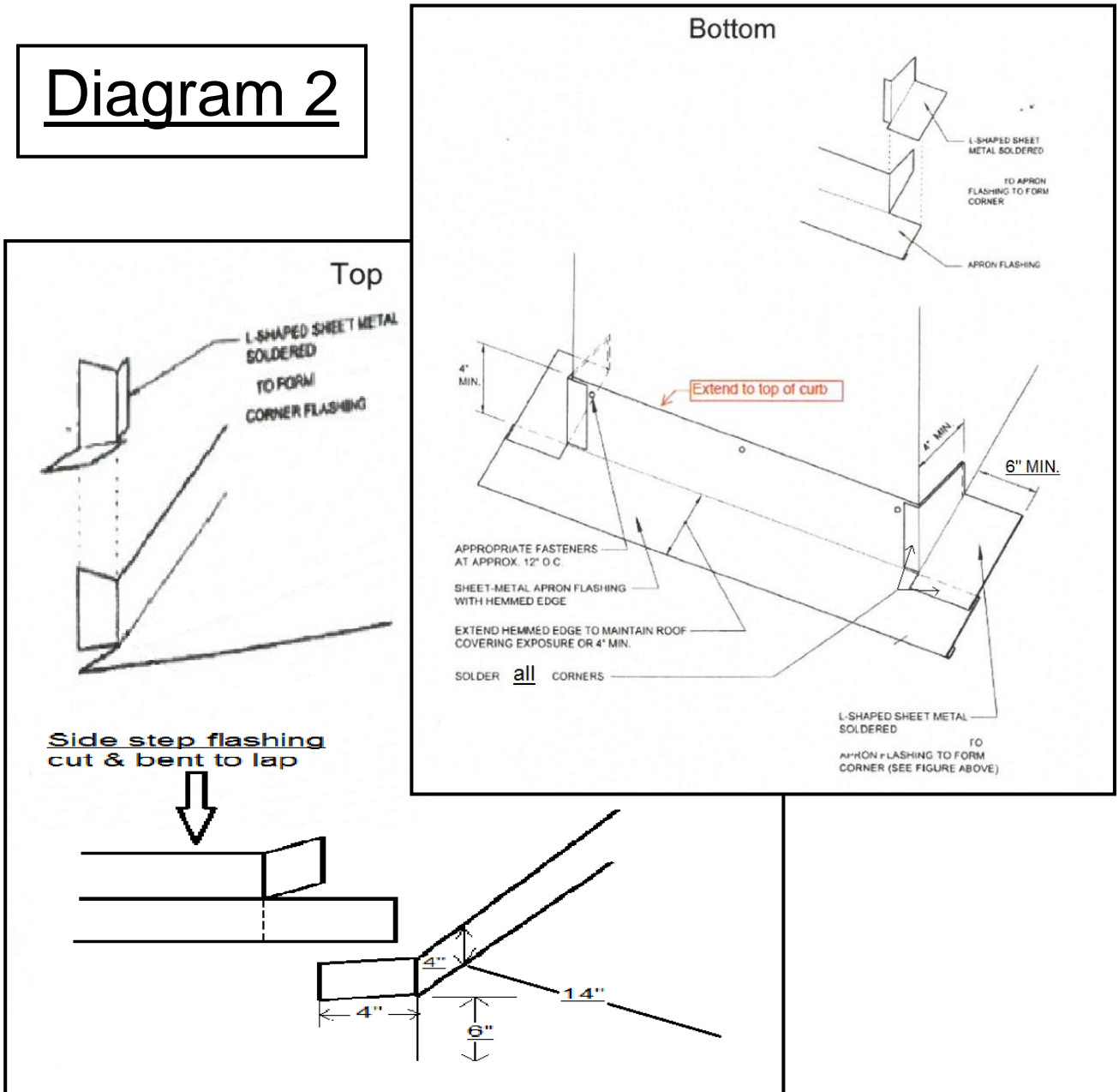


MUTUAL OPERATIONS

PHYSICAL PROPERTY

Skylights & Sola Tubes – Mutual Seven

Diagram 2



MUTUAL ADOPTION

SIX: 04-19-17

(Apr 17)