



1350 ALA MOANA

UNIT: \_\_\_\_\_

**RENOVATION APPLICATION**

<b>OWNER'S NAME:</b>	phone:	fax:
address:		email:
<b>OWNER'S REPRESENTATIVE:</b>	phone:	fax:
address:		email:
<b>ARCHITECT/ DESIGNER:</b>	phone:	fax:
address:		email:

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_ Group **A** **B** (Circle one)

*The Renovation Application review process takes the following objectives into consideration: maintaining safety; following state, city, and county codes; following the 1350 Rules and Regulations; and mitigating adverse effects on neighbors.*

*Demolition and/or construction may not commence until approval is granted by Management and government agencies having jurisdiction over the project.*

*Limited exploratory demolition to verify concealed conditions may be allowed under specific conditions.*

**OWNER'S STATEMENT**

1. I hereby certify that as Owner(s) or the Owner's representative, I/we have consulted with the appropriate governmental agencies and have been informed that a City & County building permit **is** \_\_\_\_\_; **is not** \_\_\_\_\_ required for this project. Where required, the building permit plans shall be consistent with the design concept(s). Evidence of building permit approval to be submitted to Management.
2. Owner(s) and their Agents or Representatives, including Design Professionals or Contractors, agree to comply with all applicable codes and regulations governing the design and construction of improvements at 1350 Ala Moana. The AOAO's design review and/or approval shall not relieve the Owner(s) of this obligation.
3. I understand and agree to Appendix "B" AOAO 1350 Ala Moana Rules and Regulations.
4. Upon completion of the work and as a condition of the return of any security deposit, the Owner or Owners representative shall submit a letter to 1350 Ala Moana's General Manager, certifying that all work was completed in accordance with the approved submittal and (where applicable) building permit plans, and is in compliance with all applicable codes and regulations regardless of the need for a building permit.
5. I will provide all the submission checklist requirements on page 3.

**Owner's Signature/Date:** \_\_\_\_\_

**Owner's Signature/Date:** \_\_\_\_\_

**Owner's Representative's Signature/Date:** \_\_\_\_\_

**DESIGN REVIEW FEE**

	<u>Min. Sec. Deposit</u>	<u>Min Review Fee</u>	<u>Max. No. of Reviews</u>
<b>Group A</b>	\$2,500.00	\$ 1200- \$1600	2
<b>Group B</b>	\$1,500.00	NA	General Manager

*\*Additional design review fees of \$600 per review will apply when further design reviews are required due to changes, inadequate submittals or non-conforming construction. Consultation is available for \$200 per hour.*

## RENOVATION GROUPING

Check applicable group(s) and all respective work items that apply. Should more than one work group apply, the required design review fee shall be based on the most stringent work group.

### Group A – Renovations:

- ❖ Requires services of licensed Contractor, such as general, electrical, plumbing, asbestos, etc.
- ❖ Requires compliance with 1350 Rules and Regulations
- ❖ Requires compliance with local codes, building permits or statutes.

\$1200

Any work requiring access through a common area or another owner's unit

Hazardous material (asbestos-containing material, lead-based paint, etc.) removal or abatement

Any work affecting shaft or chase walls, including firestopping

Re-flooring with wood or tile over \$1000

Built-in cabinetry replacement over \$1000

\$1600

Any floor, wall, ceiling, or soffit demolition or construction

Any in-wall electrical or plumbing relocation, installation, or upgrades

Full or partial Kitchen remodeling

Full or partial Bath remodeling

Any full or partial apartment remodeling

A/C installation of Split system as upgrade from window system

### Group B - Repairs & One-for-One, and In-Kind Replacements:

- ❖ May not require services of licensed Contractor (although recommended)
- ❖ Requires compliance with 1350 Rules and Regulations

Curtain or Blind Replacement

Carpet Cleaning or Replacement

A/C Repair or Replacement with no change in voltage

Light or Fan Replacement

Finished Plumbing Fixture (faucets, shower head, handheld etc.) replacement

Painting or wallpapering

Cabinet, cupboard, or countertop resurfacing.

Interior door replacement

Lanai Floor Replacement

## AVAILABLE UPON REQUEST

- Air-Conditioning Installation Instructions
- Firestopping Guidelines for party walls and chases
- Floor Covering Guidelines
- Lanai Floor Specifications
- Unit Floor Plans
- Water shut-off Request Form (Thursdays only)

Forms are also accessible at: [www.1350alamoana.com](http://www.1350alamoana.com)



# 1350 SUBMISSION CHECKLIST

Date Received: \_\_\_\_\_

*Check if included or write N/A*

- **APPLICATION**
- **SECURITY DEPOSIT**

*Security deposit check- payable to: 1350 Ala Moana AOA*

*Security deposit will be forfeited for violation of Rules and/or Design Review requirements.*

*Group A only*

- **DESIGN REVIEW FEE**   
Check payable to: Awa & Associates LLC.
- **PROJECT DATA** For renovations requiring a building permit or statute:

Two sets of plans certified by a registered architect OR one set of certified plans and one electronic copy. Otherwise plans of professional quality, dimensioned and drawn to scale are acceptable where no governmental requirements apply.

If applicable include pertinent elevation and/or sectional views, product specifications, manufacturers data & construction schedule.

- **LICENSE & INSURANCE**   
Copies from all Contractors and Sub-Contractors

## Design Review Approval by Awa & Associates LLC.

Date: \_\_\_\_\_

*If Applicable*

- **PERMITS** - Copies of all required building, electrical, plumbing, and/or mechanical permits as required from Honolulu City & County   
*Where applicable, evidence of permit(s) to follow upon permit issuance.*
- **ASBESTOS** - State Dept. of Health Letter for Asbestos Removal

## CONTRACTOR INFORMATION

*Insurance includes workman's compensation and general liability. Copies of licenses for each company are required.*

<b>General Contractor</b> _____ _____ _____	phone: _____ cell: _____ email: _____ Copies of License & Insurance received: <input type="checkbox"/>
<b>Electrical Contractor</b> _____ _____ _____	phone: _____ cell: _____ email: _____ Copies of License & Insurance received: <input type="checkbox"/>
<b>Plumbing Contractor</b> _____ _____ _____	phone: _____ cell: _____ email: _____ Copies of License & Insurance received: <input type="checkbox"/>
<b>Other Contractor:</b> _____ _____ _____	phone: _____ cell: _____ email: _____ Copies of License & Insurance received: <input type="checkbox"/>
<b>Other Contractor:</b> _____ _____ _____	phone: _____ cell: _____ email: _____ Copies of License & Insurance received: <input type="checkbox"/>

