

**Owners are encouraged to upgrade their units,  
however there are specific written guidelines that must be followed:**

- When construction work is planned, owners must notify the office of what is to be done.
- Contractors coming on property must notify the office which unit they will be working in and the approximate length of time needed for their project.
- If construction work requires approval, it must be obtained before contractor begins work. If approval is not obtained, contractor cannot begin work until approval is issued to the owner.
- Remodeling debris, paint, oil, electronics, or broken ceramics and discarded appliances must not be placed in the Association's dumpsters or common areas. Owners will be charged for removal if this rule is disregarded.
- To temporarily place items/debris in a common area, a written approval must be attained from the Site Manager.
- All construction noise shall be limited to the hours between 9:00 a.m. And 6:00 p.m. Monday – Saturday and shall not include loud music. Construction crews working in units will be informed of this rule upon registering with the office.
- No noisy renovation work may take place on Sundays, Thanksgiving Eve and Day, Christmas Eve and Day, New Year's Eve and Day and all other holidays in which the KKN office is closed. This includes Memorial Day, Independence Day, Labor Day, Kamehameha Day, and Veteran's Day
- Tile cutting, sawing and other loud renovation work must be done WITHIN the condo being worked on. It may not be done on the lanai or on the grass outside the unit without the Site Manager's permission.
- Owners are ultimately responsible for advising their hired contractors of the construction rules.

**ANY CHANGE TO A STRUCTURAL BUILDING COMMON ELEMENT MUST BE APPROVED BY THE KKN BOARD OF DIRECTORS.**

- **Entry Screen/Security Doors:** Only screen/security doors and windows that are selected and approved by the Board of Directors may be installed so that they do not impinge into or damage the common element frame. Only “treated” wood may be used during an approved installation. The screen/security doors shall be bronze or black and shall be installed with the door opening towards the bedroom wall.
- **Windows** and sliding glass doors must maintain a uniform appearance. Any change or replacement requires approval of the Board of Directors after submitting a unit upgrade form to the Site Manager.
- **Lanai Cabinets:** A storage locker built in conformance with the Board of Director's approved design may be installed on a lanai in the appropriate location.
- **Lanai floors** can be bare cement, covered by indoor/outdoor carpet, or outdoor tile that is neutral color. Soundboards must be installed under tiles on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. A mid-to-higher range rated sound transmission class of STC 20II C is recommended because of concrete surroundings.
- **Sun Shades:** One or two 8' x 8' beige colored roll-up shades can be added to a lanai for sun protection. The Site Manager must approve the selection and mounting of the shades. Attachment must be from the ceiling edge and on one side or the other of the lanai. A shade cannot be installed in the middle of a lanai.
- **Exterior Lights:** Any change or addition to (exterior) light fixtures must be presented to and approved by the Site Manager. Any light fixtures on the lanai must be matched with the existing style and replaced with a white or opaque globe.
- **Air Conditioners:** Only 1 exterior air conditioner per unit will be approved. (Exterior) Air conditioners (buildings 1, 3 -13) may be located in living room kitchen side lanai window (where the dedicated circuit in the last inside electrical box is). Building 2 (only) may have a bedroom (exterior) air conditioner. Units 106, 206, 151, 251, 163, 263, 363, 175, 275, 375, 169, 269 and 369 may also use end wall window.  
**Owners** must comply with office guidelines regarding installation of all window AC's including portable window AC's. (Also, Owners must follow all manufacture instructions, guidelines, proper venting and maintenance procedures for all window, portable and split A/C systems.)  
**\*\*\*Maximum sound level of any A/C unit may not exceed 59 dB at 1.5m(5 feet), any reading higher than this will require the owner/renter to stop using it until it is replaced with a quieter one. \*\*\***

# KIHEI KAI NANI UNIT UPGRADE FORM

(February 2019)

Please check which upgrades you are requesting:

- Entry Security Door**   
(black or bronze, open towards bedroom wall)
- Bathroom and/or Kitchen Remodel**   
(notify Site Manager to schedule drain pipe inspection)
- Interior Tiling 2<sup>nd</sup> & 3<sup>rd</sup> Floor**   
(STC 20 II C soundboard or equivalent, need proof)
- Lanai Storage Cabinet**   
(approved design is outlined in separate printout)
- Lanai Floor**   
(concrete, outdoor carpet or outdoor neutral color tile & sound board 2nd&3<sup>rd</sup> floors)
- Lanai Sun Shades**   
(1or 2 8' wide beige or neutral color)
- Exterior Lights**   
(lanai light replacement must match existing style with white or opaque globe)
- Window A/C**   
(must be clean and neat install, any wood used must be Hi-bor treated and painted, **be careful on your selection - unit can not exceed 59dB**)
- Portable A/C**   
(keep installation clean and neat, white and aluminum materials only, **be careful on your selection - unit can not exceed 59dB**)
- Split A/C System**   
(consult the Site Manager before doing this, **be careful on your selection - unit can not exceed 59dB**)
- Other** \_\_\_\_\_

Owner Name Printed \_\_\_\_\_

Unit # \_\_\_\_\_ Date \_\_\_\_\_

Owner's Signature \_\_\_\_\_

Request Approved By Site Manager \_\_\_\_\_ Date \_\_\_\_\_

Finished Upgrade Approval Site Manager \_\_\_\_\_ Date \_\_\_\_\_

