

# Improvements and Construction within your Unit

Do your homework before hiring a contractor.

It is important that all contractors are licensed within the State of NJ and have proper current insurance. Before a contractor begins work in your Unit, obtain the contractor's certificate of insurance and call their insurance company to verify that the policy is current. Also, keep in mind, contracts are required by law for any work over \$500.00.

All residents having work performed in their Units are responsible for the following:



- A Modification Approval request form must be filled out and submitted to the Board of Trustees for review. Modification Requests are required, but not limited to the following:
  - Replacement windows, installation of exterior doors, screen doors, patio doors.
  - Wood/engineered flooring
  - Any and all work that requires a permit from the Township of Mahwah:
  - Kitchen/bathroom renovation
  - Basement renovations
  - Replacement of furnaces, HVAC Units
  - Water heaters
  - Plumbing/electrical work
  - Fireplace work
- All State, Federal, and Municipal permits. If you are unsure if your work requires permits, contact the Twp. of Mahwah Building Dept. 201-529-5757.
- Construction work can be performed during the hours of 8 AM to 6 PM Monday – Saturday.
- Debris removal, this includes all cleaning of the common areas. ie. hallways, sidewalks, grass areas and parking lots. We have had resident complaints of dust, wood splinters, nails/screw, etc. being left behind.
- Construction debris cannot be left in the trash corrals or on the property. This includes flooring, bathroom fixtures, cabinetry, windows, doors, etc.

You do not need a modification request when you:

- Paint
- Replace carpeting
- Replace Interior doors

Please note, contractors do not submit the Modification Request forms to the Management Office, Home Owners are responsible for this.

If you are unsure if your work needs a modification approval contact the management office. Modification Request Forms can be found on the Associations website, listed above.

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