



MAKINI AT KINAU
AIR CONDITION (A/C) GUIDELINES
REVISED: APRIL 25, 2007

Objective: These guidelines are intended to promote owner comfort, aesthetic uniformity, safety, and equitable enforcement and bearing of cost.

A. Type of air condition equipment permitted, application to install

1. Only the following types of drip-less air condition units are permitted and none may exceed 12,000 BTU nor 114 pounds in weight.
 - a. Friedrich ZQ, CP, X-star and certain Quietmaster models
 - b. Other brands/models that the Board deems equivalent may be considered for approval.
2. Portable (interior) and split systems of any type are expressly prohibited.
3. Units must be white or beige in color and with a maximum of 115 volts.
4. A/C's must be of the two piece type with a steel or aluminum box and a slide in chassis. One piece A/C's are expressly prohibited.
5. Only one A/C unit per window column is allowed.
6. Prior to installation of any air condition equipment, an owner (not tenant) must file an application accompanied by a nonrefundable one-time registration and inspection fee of \$20 to the Board (or its designated agent) to obtain permission to install the unit.

Application/Approval Process

- a. Contact an A/C installer and provide them with the A/C guidelines.
- b. Select an A/C unit that meets the above specifications.
- c. Obtain quote and scope of work from A/C installer.
- d. Obtain the A/C application form from the Board, fill it out and return it along with the application fee and A/C installation quote and scope of work for approval and estimation of the monthly electricity charges.
- e. The Board will provide a written response within 10 business days.

B. Installation must comply with the following requirements, among others:

1. Installation must be completed by a registered business in good standing in the State of Hawaii, specializing in A/C installation and sales.
2. A/C units can only be installed in approved window locations:
 - a. Makai (ocean side) units - A/C units must be installed within the 12" – 36" range as measured from the interior ceiling of the unit. All A/C equipment and window mounting assemblies must be installed within this area. All other areas outside of this range must retain the original window or jalousie glass/frames.
 - b. Mauka (mountain side) units – A/C units are allowed to be installed in any portion within the window frame.
3. Window mounting assembly must be heavy duty (metal or termite treated wood material preferred) and cut to fit the window opening. It must also be painted to match the exterior and interior unit surfaces. Exterior mounting assemblies must be painted the same color as the A/C unit. No accordion rubber or plastic type window fillers allowed.
4. Bracing and/or bracketing of a unit must be secure to prevent vibration or damage.
5. The A/C unit can only be plugged into Board approved electrical outlets within each unit. These should be outlets designated as approved to draw the electricity to run the A/C unit.

C. Operation, Maintenance, Repair and Removal of Units

1. All Operational, repair and removal costs, including replacement of corroded metal frames and mounting assemblies, shall be borne solely by the owner of the unit in which the air condition is situated. An electricity surcharge of approximately \$30.00 per month (Subject to change by the Board) shall be assessed to the owner for each air condition unit approved, starting the calendar month subsequent to approval and ceasing the calendar month subsequent to its removal. Actual charges will be determined by the Board, which will take into consideration the technical specifications of the A/C unit, the location of the apartment unit (Mauka vs. Makai) and projected usage by each owner as estimated by the Board. From time to time, the Board has the option to utilize an appliance electrical usage calculator, similar to the one located on Hawaiian Electric Company's website, as a guide in determining electrical utility charge associated with running the A/C.
2. Upon removal of an air condition unit, the owner is responsible for disposal of the equipment to a locale off the premises at owner's cost. In

addition, if the equipment is not replaced within 30 days, the owner shall de-register the unit and the area from which the air condition was removed shall be re-enclosed in accordance with the following re-enclosure guidelines.

- a. The original portion of any window removed for installation of an air conditioning unit shall be reinstalled in a permanent manner.
 - b. Window panes and jalousies shall be carefully secured to avoid injury or damage.
 - c. The re-enclosed area shall be subject to inspection by the Board. Owner shall inform the Board immediately after re-enclosure has been completed.
3. Replacement of an old unit 30 days after its removal shall require a new application to the board.
 4. If the A/C unit becomes noisy or drips water, it must be repaired, replaced or removed at the owner's expense within 15 days of receipt of a notice of violation from the property manager.
 5. The A/C unit and all exterior surfaces must be kept clean.
 6. Any loss or damage suffered by the Association or neighboring apartment owner due to improper installation or upkeep of an air condition unit shall be the sole responsibility of the air condition's owner.

D. Enforcement

1. All units (apartments) shall be subject to inspection from time to time to insure compliance with these guidelines. Unauthorized air conditioning units or improperly installed units shall subject the owner to compulsory removal of the air conditioning unit, electricity back charges and fines to be determined by the Board from time to time. Initially, the fines are \$50.00 for the first offense, \$75.00 for the second offense, and \$100.00 plus removal of the A/C unit(s) and payment of all association costs related to enforcing the removal of the A/C unit for the third offense.
2. Any costs incurred by the Board in enforcing these guidelines, including but not limited to interest, court costs and attorney's fees, shall be paid promptly by the offending party and will remain a lien on such owner's unit until paid.
3. Owners are responsible for their tenant's compliance with these guidelines. While installation applications must be signed by owners, tenants may be authorized to undertake installation. However, owners are

ultimately responsible for their tenant's actions / inactions and any fees and fines assessed.