

BBC Owner Meeting to discuss step requirements

1/21/2021 at 5:30-6:00

Held via Zoom (Due to Covid)

Present:

Alysia Privat

Celia Privat

Christine Ballard

Kay Hurst

Teri Steel

Mary Devany

Maureen Hildreth

Johnathan (Shelter Designs – contractor doing current construction at BBC)

Pamela (Key Property Services)

- If you have a slider, even if you are not using it for access, you must have a step if the drop-down more than 7 ¾ inches. It is a county legal requirement. Even if you have plants and items blocking the sliding door at your unit, you must install a step.
- The construction permit for all of the work currently being done at BBC is tied to each unit, that needs a step, to have a step installed.
- Eventually the board will be checking each unit for compliance. The construction permit for the work currently underway at BBC can't be closed without each unit being in compliance on this step requirement. There is not a specific timeline set for this inspection, however the sooner is better to have your step is installed. As the construction around BBC nears completion, so too must the step be installed.
- If you have a question as to whether the drop-off at your door requires a step, Johnathan at Shelter Designs can measure your drop-off for you
- You can have a step or a deck.
- Three options for installing a step:
  - Option 1 – DIY at owner expense – send all plans to Key Property Services to be forwarded to the architectural committee for review and approval
  - Option 2 – Hire independent contract at owner expense – send all plans and also contractor license number and information to Key Property Services to be forwarded to the architectural committee for review and approval

- Option 3 – Hire Johnathan of Shelter Designs at owner expense – The contractor currently doing the work onsite is aware of the step requirements and is already a pre-approved contractor so board pre-approval isn't required.
- Specs for step were sent via email to homeowners
  - 7 ¾ inches drop off requires a step
  - If you don't have a drop-off, then no need for a step
  - Only have to cover the width of the door, not build a whole deck
  - It is recommended that the step is at least 12 inches in width from the outside wall.
  - Wood to build the step would have to be secure, stable but CAN NOT be secured to the siding. Therefore a cement step is recommended as being sturdy and doesn't need to be attached to the building.