

Body Corporate 46906, 3,5,7,9,11,15 Elmdale Lane

Long-Term Maintenance Plan



Body Corporate Information

Body Corporate Number: 46906
Body Corporate Name: 3,5,7,9,11,15 Elmdale Lane
Street Address: 3-15 Elmdale Lane
Phillipstown
Christchurch
Number of Units: 6

Long-Term Maintenance Plan Settings

Plan Status: Approved
Start Date: 1 February 2023
Plan Years: 10
Administrator: John Bradley
Inflation Adjusted Funding Table: Not set

Long-Term Maintenance Fund Statement

This body corporate has established and maintains a long-term maintenance fund in accordance with the requirements of Section 117 (1) of the Unit Titles Act 2010.

Disclaimer

This long-term maintenance plan has been prepared by Plan Heaven and the Body Corporate for the sole purpose of assisting the Body Corporate with planning and funding its long-term maintenance. It is specifically not intended to be a survey or condition report in regard to the quality and performance of any building element, especially as it relates its weathertightness. In particular, the contents of this long-term maintenance plan should not be relied upon as a pre-purchase inspection and/or condition report.

A brief description of the development

History

Titles were issued in 1983 indicating construction was completed around this time. While there have been no significant changes to the development, strengthening work was completed in 2022 with the addition of steel stiffening frames and internal bracing beams.

Form of the Development

The development consists of 6 commercial units on an approx 1,450 square metre, roughly trapezoidal parcel of land.

The units are in a roughly "C" shaped block facing onto Elmdale Lane, with parking and vehicle maneuvering space in the centre of the development.

Each unit is in the form of a high stud warehouse with a large warehouse roller or tilt door and an office frontage with a pedestrian entrance.

Construction

The primary method of construction is pre-cast concrete tilt slab panels on concrete foundations. The roof is clad with pre-painted steel (Colour steel or similar) in a trapezoidal profile with translucent natural lighting sheets above the units. The units also have a mix of painted brick veneer, stained timber rusticated weatherboards and fibre cement cladding.

The warehouse doors are a mix of pre-painted steel tilt and roller doors, with the exterior office joinery primarily from glazed powder-coated aluminium. There is an additional timber pedestrian door (some being glazed) at the front of each unit and metal-covered timber to the rear of units that back onto the western boundary.

Infrastructure

The infrastructure in the development is consistent with this form of commercial development, with the essential services connected directly to each unit after passing under common land. There are backflow preventers on the mains water supply therefore the body corporate is required to maintain a Building Warrant of Fitness (BWOFF).

Common Property

There is no internal common property.

External common property includes car parking, fences and gardens.

Funding of Maintenance

The body corporate funds maintenance from two different accounts. The operating account and the long-term maintenance fund.

Typically, the operating account is used for recurring and lower-value maintenance items that occur at least once a year, such as cleaning, building washes, sump and gutter cleaning and maintenance relating to the BWOFF. The long-term maintenance fund is typically used for larger and one-off items.

GST

The body corporate is not registered for GST. Accordingly, all dollar amounts in this plan include GST unless otherwise stated.

Element descriptions and condition assessments

Item: 1 Name: Roofs Type: Building Element

Description

The roofs are flat with a low pitch draining to pre-painted box profile metal edge gutters at the front and rear of the units and internal gutters behind the parapet and in the roof valley. The gutter behind the parapet drains through a scupper to a rainwater head, with an overflow, at the top of downpipes. The roof valley gutter drains to an internal downpipe.

The roofs are clad with pre-painted steel in a trapezoidal profile. There are translucent panels above each of the unit warehouses to provide natural light.

The unit frontages have near vertical pre-painted steel trapezoidal profile roofing from the parapets to the front edge gutters creating soffits. The soffits are from painted fibre cement sheets.

The rainwater head is from pre-painted steel and the downpipes are PVC. It is understood that the internal gutters are clad with a membrane, most likely butyl rubber.

Condition Assessment

As at August 2022, the roofs were understood to be in fair to very poor condition. The translucent sheets and butynol membrane are weathering. A historical roof report indicates that the roof cladding had splits from foot traffic on the roof, the seals on the penetrations were poorly done and the parapet capping is failing in places.

Maintenance Planned

The body corporate will carry out routine gutter cleaning and roof inspections. However, the body corporate has decided the manual roof washes will not be carried out unless the roof inspections indicate that these will improve the durability of the roof cladding, in which case this decision may be revisited.

Gutter cleaning, roof inspections and manual roof washes (if required) are all funded from the operating account.

The soffits will be washed as part of any building-wide wash programme.

The body corporate has planned to arrange for a detailed roof inspection and report as a matter of urgency and to make provisional allowances for interim repairs and to replace the roof during the period of the plan subject to the findings of the roof report. A job and budget have been established for this work in the plan

No other maintenance is planned.

Job Number 1 - Roof repairs and replacement

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and replacement	2300	17250	0	0	0	17250	0	0	0	150000

Item: 2 Name: Exterior walls and claddings Type: Building Element

Description

The primary method used to create the exterior walls is painted tilt-slab concrete. However, the Elmdale Lane unit frontages have been clad in a mix of stained timber rusticated weatherboards, painted brick veneer, and fibre cement sheets.

Condition Assessment

As at August 2022, the exterior walls and claddings were in good to fair condition. Several short lengths of weatherboard adjacent to window frames are warped, the paint on the fibre cement sheets was flaking and peeling adjacent to joints, and some flashings around tilt slab earthquake-strengthening steel frame connections are loose. The steel portals had temporary waterproofing where penetrations had been made in the cladding.

Maintenance Planned

The body corporate will arrange for a routine building wash programme. These are funded from the operating account.

The body corporate will also arrange for the painted elements, including factory finished (if required), to be repainted on a cycle of around every ten years. A job and estimate have been established for this work.

The body corporate is planning to repair and repaint warped weatherboards, damaged fibre cement sheets and flashings. A job and estimate have been established for this work.

No other maintenance is planned.

Job Number 2 - Repaint the building

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Repaint the building	0	0	0	0	0	0	38000	0	0	0

Job Number 3 - Cladding Repairs

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cladding Repairs	0	5000	0	0	0	0	0	0	0	0

Item: 3 Name: Exterior doors and windows Type: Building Element

Description

The exterior doors on the Elmdale Lane frontages include painted timber pedestrian doors in timber frames, most of which are glazed and a mix of pre-painted metal tilt and roller industrial warehouse doors. The units on the western boundary have painted metal-surfaced timber doors to the rear opening into an alleyway, one of which has been permanently closed off with a painted metal plate.

The window joinery is from glazed powder-coated aluminium.

Condition Assessment

As at August 2022, the exterior doors and windows were in good to fair condition. The pedestrian doors are in varying conditions with some having been recently painted and others showing signs of the paint fading and cracking. The industrial doors are also in various conditions with many, of what is understood to be the original industrial tilt doors, having been replaced by owners at various times.

Maintenance Planned

The exterior doors and windows will be washed as part of any building-wide wash programme.

The painted elements of the doors and windows, including factory-finished (if required), will be repainted as part of any building-wide repainting programme. Some owners have painted their own timber pedestrian doors in alternative colours and may continue to maintain these at their expense or have the body corporate incorporate them into the building-wide painting programme.

Historically individual unit holders have arranged for any painting, repairs or replacement of the warehouse tilt or roller doors associated with their unit at their expense. This policy for the maintenance of these doors will continue.

No other maintenance is required.

There are no jobs for Exterior doors and windows

Item: 4 Name: Plumbing and drainage systems Type: Infrastructure

The plumbing and drainage systems in the development include mains water supply, wastewater discharge and stormwater removal.

Mains Water Supply

Mains water is fed from the city supply in the street, under common land and up to the termination points adjacent to each unit.

There are backflow prevention devices on a number of unit mains water supplies.

Wastewater Discharge

Wastewater, including grey water and sewerage, is discharged from each unit into the common sewer pipes under common land and out into the city sewer system in the street.

Stormwater Removal

Rainwater from the roofs is passed down through the downpipes into the common stormwater pipes under common ground and out into the city stormwater system in the street.

Surface water from the car parks collected by a concrete dish drain and captured in a sump discharged into the same network after passing through road sumps.

Condition Assessment

As at August 2022, the plumbing and drainage systems were understood to be in good condition.

Maintenance Planned

The gutters and road sumps will be routinely cleaned out. This is funded from the operating budget.

The backflow preventers are inspected, tested and certified by an IQP as part of the BWOF. This along with the cost of any repairs and parts is funded from the operating account. The cost of any repairs, parts or replacements may be recovered from the owners by the body corporate.

No other maintenance is planned.

There are no jobs for Plumbing and drainage systems

Item: 5 Name: Electrical systems Type: Infrastructure

Description

Electricity is fed from the transformer in the street, under common land up to the individual meter cabinets on the outside of each unit. From there it is fed into the circuit breaker boards in each unit.

The units have varying types of outside lights above the pedestrian doors, and some owners have installed additional car park flood lighting.

Condition Assessment

As at August 2022, the electrical systems were understood to be in good condition.

Maintenance Planned

The body corporate will maintain the outside lights above the pedestrian doors, replacing bulbs as required. This is funded from the operating account.

Owners will manage their own external flood lighting.

No maintenance is planned.

There are no jobs for Electrical systems

Item: 6 Name: Communication systems Type: Infrastructure

Description

The communication systems in the development include landline telephone and broadband connectivity and television reception.

Landline telephone and broadband connectivity is provided over the old copper wiring supplemented with UFB (fibre).

Each owner manages their own television reception.

Condition Assessment

As at August 2022, the communication systems were understood to be in good condition.

Maintenance Planned

No maintenance is planned.

There are no jobs for Communication systems

Item: 7 Name: Carpark area Type: Common Property

Description

The car parking area in front of the units is laid with asphalt bordered by units walls and the concrete dish channel along Elmdale Lane.

Surface water drains to the sump in the centre of the car parking area and the concrete dish channel and sump in Elmdale Lane.

The area has painted carpark markings.

Condition Assessment

As at August 2022, the carparking area was in fair to poor condition. The asphalt is potholed in several places with evidence of historical patch and utility trench repairs. Additionally, patches have been saw-cut in the asphalt to accommodate the foundations for the earthquake-strengthening frames and are yet to be re-surfaced.

Maintenance Planned

The sump will be routinely cleaned out. Sump cleaning is funded from the operating account.

The body corporate is planning to repaint the car park markings during the term covered by this plan. A job and provisional budget have been established for this work.

The body corporate has provided provisional budget sums for minor car park repairs over the period of the plan. A job and budget had been established in this plan for this work.

No other maintenance is planned.

Job Number 5 - Repaint the carpark markings

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Repaint the carpark markings	0	0	0	0	0	0	1200	0	0	0

Job Number 4 - Car park repairs

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Car park repairs	0	3600	0	0	0	0	0	3600	0	0

Item: 8 Name: Grounds and gardens Type: Common Property

Description

There are some small planted areas in the carpark bounded by concrete kerbs. These have been established with hardy shrubs, a cabbage tree (ti kouka) and ground cover.

Condition Assessment

As at August 2022, the grounds and gardens were in fair condition.

Maintenance Planned

A gardener is contracted to carry out maintenance as required from time to time as required. This will involve trimming the trees and shrubs and clearing out weeds. This is funded from the operating account.

No other maintenance is planned.

There are no jobs for Grounds and gardens

Jobs list

Note: All job costs are provisional estimates only unless otherwise stated. Plan Heaven recommends that the Body Corporate obtains quotes as soon as possible and arranges for this plan to be updated, in order to provide more certainty in regard to the cost of the jobs scheduled and the Body Corporate's ability to fund them.

Job Number: 1 Job Name: Roof repairs and replacement

The body corporate is planning to have the roofs inspected and any interim repairs scoped and prioritised ahead of the roof being replaced. Because the scope and extent of any repairs are not yet defined, it is not possible to accurately build a reasonable estimate for repair works. A provisional allowance has therefore been budgeted for some interim repairs and another allowance for the full roof replacement if required.

Allowance for a full roof inspection and detailed condition and works report to the roof in 2024 = \$2,000 plus GST = \$2,300

Allowance for interim repairs to the roof in two phases = \$15,000 plus GST = \$17,250 approx

Allowance to replace 770 sqm of roof @ \$170 per sqm in year 2032= \$130,900 plus GST = \$150,000 approx

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and replacement	2300	17250	0	0	0	17250	0	0	0	150000

Job Number: 2 Job Name: Repaint the building

The body corporate will repaint the painted surfaces on a cycle of around every 10 years. It includes the concrete tilt slab walls, warehouse tilt and roller doors, painted elements such as the timber weatherboard cladding and pedestrian doors and frames, soffits, earthquake strengthening frames and portals and window frames if needed.

The estimated total area of units to be painted = 570 sq m

Painting 570 m @ \$40.50 per sq m (QVCostbuilder) = \$23,085 plus GST = \$27,000 approx

Plus scaffolding (mix of fixed and mobile) est = \$9,300 plus GST = \$11,000 approx

Total budget for repainting = \$38,000 including GST

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Repaint the building	0	0	0	0	0	0	38000	0	0	0

Job Number: 3 Job Name: Cladding Repairs

The body corporate is planning to repair and repaint the warped weatherboards and damaged fibre cement sheets and flashings and has allowed a provisional budget of \$5,000, including GST, for these minor repair works based on the initial allowances below.

Labour: Allow for 2 tradespeople 3 days @ \$80/hr (QV Costbuilder) = \$3,840 plus GST = \$4,500 approx

Materials: Paint, weatherboards and sundries allowance = \$400 plus GST = \$500 approx

Total provisional budget = \$5,000

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cladding Repairs	0	5000	0	0	0	0	0	0	0	0

Job Number: 4 Job Name: Car park repairs

The carpark requires minor repairs and will likely need ongoing repairs over the period of the plan.

The initial estimated area for repairs is approximately 10 square meters.

Allow for 2 tradespeople 2 days @ \$80/hr (QV Costbuilder) = \$2,560 plus GST = \$3,000 approx

Lay 10 sqm of new 40mm thick asphalt @ \$45.30 per sq. metre (QV Costbuilder) = \$453 plus GST = \$600 approx

Total budget = \$3,600 approx

A further provisional budget has been allowed for in 5 years to provide funding for future repairs as needed.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Car park repairs	0	3600	0	0	0	0	0	3600	0	0

Job Number: 5 Job Name: Repaint the carpark markings

The carpark markings will need to be repainted during the period covered by this plan. Because the job has not yet been scoped or quoted, the amount budgeted is a provision only.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Repaint the carpark markings	0	0	0	0	0	0	1200	0	0	0

Job cost table

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and replacement	2300	17250	0	0	0	17250	0	0	0	150000
Repaint the building	0	0	0	0	0	0	38000	0	0	0
Cladding Repairs	0	5000	0	0	0	0	0	0	0	0
Car park repairs	0	3600	0	0	0	0	0	3600	0	0
Repaint the carpark markings	0	0	0	0	0	0	1200	0	0	0
Total	\$2,300	\$25,850	\$0	\$0	\$0	\$17,250	\$39,200	\$3,600	\$0	\$150,000

Funding required to pay for the cost of this LTMP \$

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Opening balance	0	23,700	23,850	49,850	75,850	101,850	110,600	97,400	119,800	145,800
Less cost of jobs	2,300	25,850	0	0	0	17,250	39,200	3,600	0	150,000
Subtotal	-2,300	-2,150	23,850	49,850	75,850	84,600	71,400	93,800	119,800	-4,200
Funding from levies	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000
Closing balance	23,700	23,850	49,850	75,850	101,850	110,600	97,400	119,800	145,800	21,800

Age, life and replacement cost table

Item	Type	Name	Age (Years)	Life (Years remaining)	Replacement Cost
1	Building Element	Roofs	39	30	>170,000
2	Building Element	Exterior walls and claddings	39	25	>\$850,000
3	Building Element	Exterior doors and windows	39	20	>\$280,000
4	Infrastructure	Plumbing and drainage systems	39	25	>\$100,000
5	Infrastructure	Electrical systems	39	20	Unknown
6	Infrastructure	Communication systems	39	15	>\$15,000
7	Common Property	Carpark area	39	15	>\$40,000
8	Common Property	Grounds and gardens	39	25	>\$2,000

Note: The inclusion of the age, life and cost of replacement values of all building elements, items of infrastructure and all common property is a mandatory requirement of LTMPs under the Unit Titles Act 2010 and accordingly is included. However, it is the view of Plan Heaven that while these values are useful for 30-year LTMPs they add little value to a well prepared 10-year LTMP.

About this Long-Term Maintenance Plan

Why have a long-term maintenance plan (LTMP)?

Section 116 of the Unit Titles Act 2010 requires that body corporate maintains an LTMP. This body corporate acknowledges its duty under the legislation but also believes that maintaining a carefully considered LTMP will also contribute towards savings in maintenance costs over the long term while maintaining the value of each owner's asset and eliminating the financial shocks to owners that come from the need to raise special levies.

About this LTMP

This LTMP has been prepared for the body corporate with the assistance of Plan Heaven Limited (Plan Heaven) and using the plan building template provided online by Plan Heaven. This report has been downloaded and printed from the Plan Heaven website where the body corporate's planning data is stored.

The data belongs to the body corporate and accordingly, can be downloaded, updated or deleted as the body corporate determines from time to time. The body corporate pays an annual subscription to Plan Heaven to maintain an account and gain ongoing access to the data.

Users in Plan Heaven

Any user approved by the body corporate can become a user in Plan Heaven and will then be able to access the data, reports, photographs and documents stored online using any web browser. Any users approved by the body corporate can also be appointed to administer the account and update or edit the LTMP data as required.

Accuracy of the data

Every attempt has been made to ensure the accuracy of the data and information in this LTMP. However, neither Plan Heaven nor any other person appointed by the body corporate to maintain the data accepts responsibility for any errors or omissions that might be present.

Status of this LTMP

The status of this document is recorded on the first page. It will be recorded either as a "draft" or "approved". The status is changed to "approved" once this document has been accepted by the body corporate.

Renewals

Then once it has been approved, an LTMP must be renewed at least once every three years. However, because of the low cost and ease of updating in Plan Heaven, this body corporate may update this LTMP more frequently. During updates, if there are no changes to the main body of the LTMP, owners may be asked to approve a summary document that will only include the jobs and funding tables.

Currency

All currency values in this LTMP are at today's values. There is no provision for inflation.

Plan Heaven terms and conditions

This LTMP and all matters relating to it and the Plan Heaven website, plan building template and database, are subject to the terms and conditions published on the website at planheaven.co.nz/terms

End of report for BC 46906, 3,5,7,9,11,15 Elmdale Lane

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