

**Building Life Cycle Report-
Operation and Management of
Apartment Development**

at

**Colp West SHD,
Drogheda,
Co Meath.**

**Prepared by DDA Architects on behalf of
Shannon Homes Drogheda Ltd**

September 2019

Introduction:

Certainty regarding the long-term management and maintenance structures that are put in place for an apartment scheme is a critical aspect of this form of residential development. It is essential that robust legal and financial arrangements are provided to ensure that an apartment development is properly managed with effective and appropriately resourced maintenance and operational regimes.

In this regard, consideration of the long-term running costs and the eventual manner of compliance of the proposal with the Multi Unit Development Act, 2011 are matters which should be considered as part of any assessment of a proposed apartment development.

Accordingly, planning applications for apartment development shall include a building lifecycle report which in turn includes an assessment of long term running and maintenance costs as they would apply on a per residential unit basis at the time of application, as well as demonstrating what measures have been specifically considered by the proposer to effectively manage and reduce costs for the benefit of the residents.

This planning application proposes the following schedule of units.

DUPLEX APARTMENTS				
	1 BED APT	2 BED APT	3 BED DUPLEX -APARTMENTS	SUB TOTAL
BLOCK 01	11	13	6	30
BLOCK 02	9	12	6	27
BLOCK 03	9	12	6	27
BLOCK 04	9	12	6	27
BLOCK 05	9	12	6	27
BLOCK 06	11	13	6	30
BLOCK 07	0	0	6	6
BLOCK 08 - Creche -	0	4	0	4
BLOCK 09	0	0	2	2
BLOCK 10	0	0	2	2
BLOCK 11	0	0	2	2
BLOCK 12	0	0	2	2
BLOCK 13	0	0	2	2
SUB TOTAL	58	78	52	188

Legal Arrangements.

The apartment element will be run by a properly constituted management Company.

As developers, Shannon Homes Drogheda Ltd with a registered address at Fortfield House, Colpe Road, Drogheda, Co. Meath will appoint a management company to look after the following obligations pertaining to this development upon completion:

- *Maintenance and Management of communal areas under the lease*
- *Setup and maintenance of a sink fund in the event of the necessity to carry out any unforeseen capital works*
- *Procures an agent to provide services*
- *Hold a valid PL (Public Liability) and SL (Structural Liability) and tend to any arising claims where necessary*
- *Collect the service charges from individual tenants and pursue issues with non-payment on behalf of the owners company*
- *Fully comply with the regulatory framework under which it operates*

In effect this management company will then hold the lease to the external structure of the apartments contained in the development and also the common areas surrounding it. The interior of the apartments will belong to the apartment owners and they will also own a portion of the appointed management company.

Consultants must also be appointed before the properties are inhabited to ensure the developer completes all major snags which is carried out by the management company at the developer's expense.

Financial Arrangements.

Each apartment owner will be required to contribute to the Management Company Service Charges arrangement will be detailed and apportioned upon appointment of a residential managing agent by the developer.

The developer engages a managing agent for the management company before the units are sold to their respective owners. Management companies are then responsible for the quality of services provided by the appointed agent, who then use the income generated by the applicable service charge paid for by the owners. This ensures they maintain communal parts of the development, costs and fees of day to day maintenance, cleaning and minor repairs and also funding for liability insurances and sink funds for capital assets such as roads, drains, lighting, lifts, roofs, gates, windows etc. The service charge regime will also provide approximate assessment of long-term running costs (planned preventative maintenance).

The initial years' service charge is loosely based on an estimate between both the appointed agent and the developer through the management company involved. This is paid by the purchaser when they sign the contracts to buy their new units.

Maintenance and Operational Regimes.

Operational	Maintenance
Block Insurances	Common Area
Lift Insurance	Garden and Ground
Electricity Charges	Waste and Refuse
Financial Accounts	Lift
Contracts & Leases	Car Park Spaces
Auditors Charges	Pump
Database of tenants	Emergency Lighting
Health & Safety	Fire Alarm
Collection of Service Charges from tenants	Window Cleaning
	General Repair

The management company is responsible for the maintenance and operational regimes including all of the above items. Relevant insurance documentation is to be kept up to date and on file along with health and safety information pertaining to the development as well as contracts and lease agreements for each owner and their unit. This will usually be achieved by a comprehensive database being held against all of these particulars.

General maintenance and upkeep of the development falls under the responsibility of the management company, including all of the above items and more. Upkeep of the grounds and common areas also, involving repairing any damaged articles in and around the apartment blocks and maintenance of roadways, parking spaces etc. All common areas should be maintained to an acceptable standard throughout the year.

Lawn cutting can be an expensive part of annual management fees and it is important that a schedule is in place to minimise unnecessary cuts that can both damage the growth of the grass and incur extra cost to a tenant's service charge. It is typical of a landscaping schedule to include a Spring and a Fall Clean-up to remove debris from the site after harsh weather and make it presentable for the good season. Outside of this, lawn cutting, and weeding visits as mentioned earlier would be planned appropriately and only where necessary, minimising visits and thus minimising costs of management fees for new tenants.

Multi-Unit Development Act 2011.

As per:

The Irish Statute Book

Multi-Unit Development Act 2011

'An act to amend the law relating to the ownership and management of the common areas of multi-unit developments and to facilitate the fair, efficient and effective management of bodies responsible for the management of such common areas, and to provide for related matters.

Measures that have been Considered to Effectively Manage and Reduce Costs.

Architectural Measures – DDA Architects.

In order to reduce costs for the benefit of future residents, the Apartment buildings are designed in accordance with the Building Regulations, in particular Part D “Materials and Workmanship”, which includes all elements of the construction. The following specific architectural measures have informed the design.

Walls:

The wall will be constructed using precast concrete panels or concrete block with the external envelope of the apartment buildings constructed using a combination of brickwork, Stone cladding and self-coloured render with some Aluminium panels between windows. These finishes requiring minimal maintenance and do not require regular replacement.

Windows:

The windows are proposed in aluminium, PVC or similar maintenance free finish to ensure both long life and minimum maintenance is required. Window cleaning will be carried out at intervals by the Management Company. The glazing units are high performance and the areas of glazing are balanced against the need to preserve energy.

Roofs:

The apartment building roofs are to be finished with extensive green flat roofs which improve the thermal insulating ability of the roof and have Rainwater retention capability, helping to reduce the extent of flash floods. The success of flat roof construction depends upon effective design, specification, installation and maintenance together with initial and long-term cost implications. Each roof will be provided with a 20year minimum guarantee.

Number of Cores/ Lifts.

The number of cores, lifts and fire escape cores have been minimised throughout the development taking the orientation and mix of apartment types into consideration whilst avoiding the need for long corridors.

Natural Daylight.

The design utilises the maximum amount of natural daylight and optimises solar gain, avoiding any North West/North East orientations.

Car Parking.

There are no basements proposed within the development, and all car parking is provided at surface level adjacent to the individual blocks. This will result in a cost saving the end users who will not be required to light and maintain large underground car parking areas.

Civil Engineering design Measures

The use of a Civil Engineer to develop plans for the development of any home can substantially reduce the overall cost over the duration of the construction phase. By using a professional Civil Engineer to design, plan and oversee the construction of roads and services of the project it can be assured that the work meets all required specifications/codes of practice associated with the area in which construction is taking place. There are a number of areas where a good Civil Engineer can save on the cost of construction:

Surveying:

The importance of having land properly surveyed before any construction work commences cannot be overemphasized. This will ensure that grades and levels are considered in the design to allow drainage and roads to drain and will also prevent future legal complications arising and establishes land boundaries and specific land requirements and concerns.

Design of Roads, Watermains and Drainage:

The Civil Engineering considers the various specifications and regulations in the design approach for not only users but also for operational and maintenance and overall life cycle costs.

Budgeting:

A cost benefit analysis can be carried out to by the engineer to effectively create a design that meets both the specific needs of the buyer and the constraints of a specific budget that is in place.

Mechanical & Electrical Engineering design Measures.

Please refer to Building Services Design prepared by Renaissance Engineering.

Proposed Heating systems:

Renaissance will be recommending that either Air to Water or Exhaust Air Heat pump as the optimum systems for this complex.

The advantages are many

- There is no need for Solar PV panels
- There is no need for expensive infrastructure for a gas main infrastructure
- The units have a typical energy conversion of 500 to 600% (Versus 95% for gas)
- The units do not produce CO2 gas
- Modern units are practically silent running with noise levels of less than a domestic fridge

The common circulation areas will be heated by electric wall mounted units.

Landscaping Measures to Reduce Costs. – Dermot Foley

Site Planning

Generous and high-quality mature landscape with ecological corridors have been designed within the proposed development. Significant tree planting and soft landscaping is proposed within public spaces, communal space and private curtilages. Soft landscape provides natural attenuation areas throughout the development, reducing the burden on drainage systems. Larger open spaces are a greater amenity to residents. Existing trees and natural character have been preserved where realistic.

Paving Materials

Robust materials with high slip resistance to be used for paving. Durable and robust equipment (e.g. play, exercise, fencing etc.) to be used throughout. The use of robust materials installed with proven details will significantly reduce future ongoing maintenance.

Planting Details

Proven details are to be used for the installation of shrub, hedge, herbaceous and lawn areas. Robust tree staking details to be used. Correctly installed planting will develop into well established and robust soft landscape reducing future maintenance.