

1. Decide if installing A/C is right for you. Factors to consider are the cost to purchase and install the unit, increase in utility costs and usage, increased home value, replacing the furnace at the same time with a more efficient unit and other options to cool your home.
2. The first step in installing A/C is to obtain **written approval** from the Shady Hollow Board of Directors. An Architectural Review Committee form is required. This can be found on the Shady Hollow Website: [properties — Essential Community Management \(Essential Community Managementcountingboulder.com\)](http://properties—EssentialCommunityManagement(EssentialCommunityManagementcountingboulder.com))  
Password: ShadyHollow
  - a. Include the name of the installer on your application.
  - b. Include the model of the unit you plan on installing.
3. All A/C units must be mounted on the roof.
  - a. **Roof Mounting:** Mounting the compressor unit on the roof of your condo makes for quieter operation. To not compromise the warranty of the roof, Black Roofing must be consulted at homeowner's expense.
  - b. The vendor hired to do the installation **MUST** be properly licensed and **MUST** obtain the appropriate permits.
  - c. Cooling lines running to roof **MUST** be enclosed in a paintable curb (downspout-like covering). Both the conduit and curb **MUST** be painted to match the exterior walls.
  - d. If your contractor pulled a permit with the City, an inspection will be necessary once installation is complete.
4. Noise can be an issue at Shady Hollow, it is suggested to get an A/C with a SEER (Seasonal Energy Efficiency Ratio) of 12 or higher. The higher the number, the more efficient.