

8. Notification and Applications to UR

So that you can fully enjoy living in the apartment complex, and to ensure its smooth running, there is a system for notification and applications.



Important Points

(1) Applying for Postponement of Residency

When you are unable to take up residence within one month of the permitted date of occupancy, please seek approval by submitting an application for postponement of residency to the administration service office or Residence Center or other management facilities.

- ◎ Please be aware that if you fail to do this, UR will consider that you no longer wish to take up residency, and will cancel your contract.

(2) Applying to renovate your apartment

There is a basic system of obtaining consent for remodeling in order to ensure the apartments' integrity and to preserve the aesthetics of the apartment complex.

Naturally, re-arranging interior items or changing your television configuration is not considered remodeling, but you will need to seek the approval of UR before making substantial changes such as making holes in the wall for air-conditioner hoses.

When UR gives approval for remodeling work, it adds the condition that when you vacate the apartment, you will pay for the costs of work to restore the apartment to its original condition, but in some cases, it will grant approval without applying this condition. However, even when you have been granted this exemption, you will be held responsible for repair of damaged or marked items that you have remodeled.

◆ UR's Approval Criteria ◆

UR receives many requests for certain types of remodeling work, so they have set guidelines (materials and methods) detailing these. Please apply to either the administration service office or Residence Center or other management facilities for further details if you are considering such work.

Additionally, UR has prepared guidelines that cover permitted colors and patterns for paint, wallpaper and sliding door covers. Please refer to these at the administration service office.

However, please be aware that extensions, alterations to common areas, and alterations to partitions are not allowed.

- Please refer to the list of permitted alterations on pages 30 and 31.

Remodeling Item

	Item	Obligation to restore to original condition *1	Details of procedures			
			Simple remodeling	Remodeling	Unnecessary	
Construction	1. Use of nails	1) Woodworks	Exempt *2		○	
		2) Concrete portions	Exempt	○		
	2. Boring multipurpose sleeve holes		Exempt *3		○	
	3. Finishing carpentry works and the like		Yes		○	
	4. Finishing floors	1) Replacing Tatami mats		Exempt		○
		2) Replacing tatami mats with wooden flooring		Exempt		○
		3) Increase flooring		Exempt		○
		4) Changing the floor material		Yes		○
		5) Laying a floor sheet on the front door space		Exempt	○	
		6) Waterproof coating on the deck floor		Exempt		○
		7) Increasing tiles on the bathroom floor (the space for washing body in a typical Japanese style bathroom)		Exempt		○
		8) Eliminating difference in level on the bathroom floor (raising the floor level)		Exempt		○
		9) Eliminating difference in level on the restroom (raising the floor level)		Exempt		○
	5. Finishing walls	1) Repapering the walls		Exempt	○	
		2) Laying tiles		Exempt	○	
		3) Painting the walls		Exempt	○	
		4) Wall paneling		Exempt		○
	6. Finishing ceilings	1) Changing the specifications of vermiculite ceilings		Exempt	○	
		2) Changing the specification of non-vermiculite ceilings		Exempt	○	
		3) Renovating the bathroom ceiling (installing a double-ceilings)		Exempt		○
	7. Fittings	1) Replacing the lock of the front door with a cylinder-lock		Exempt *4		○
		2) Adding an auxiliary lock to the front door		Exempt		○
		3) Replacing the current front door knob to a lever type door knob		Exempt		○
		4) Installing a door guard on the front door		Exempt		○
		5) Replacing the sliding doors of the kitchen and dining room		Exempt		○
		6) Installing a folding door in the bathroom		Exempt		○
		7) Repapering the Fusuma sliding doors		Exempt	○	
8) Changing the Fusuma materials (i.e., replacing the Japanese traditional Fusuma materials to mass produced Fusuma ones)			Exempt	○		
9) Putting screens in the windows (if there is a risk that people/windows might fall because there is no deck or handrail)			Yes	○		
8. Others	1) Curtain rails		Exempt *2	○		
	2) Installing safety handrails inside the apartment		Exempt	○		
	3) Integrating the kitchen, dining and a Japanese room (removing the Fusuma sliding door and the head jamb)		Exempt		○	
	4) Changing the Japanese traditional closet to a Nishi-style closet		Exempt *5		○	
	5) Installing hanging cupboards		Exempt *6		○	
Equipment	1. Replacing water cocks and the like *7	(1) Changing a faucet with separate hot and cold handles to a single-lever faucet	Exempt		○	
		(2) Installing a branched (two-outlet tap) faucet for a washing machine and a dish washer-dryer	Exempt		○	
		(3) Others	Yes		○	
	2. Replacing the toilet bowl (if you want to install different model toilet bowl from the originally installed one)		Yes		○	
	3. Installing a multifunctional toilet seat (warm water cleaning toilet seat/heater toilet seat)	Heater toilet seat if there is an outlet		Exempt *8	○	
Multifunctional toilet seat other than the above *9			Exempt		○	

	Item	Obligation to restore to original condition *1	Details of procedures			
			Simple remodeling	Remodeling	Unnecessary	
Equipment	4. Replacing the wash stand to a bathroom vanity (a shampoo basin type is also acceptable unless the washing machine's water faucet is branched from a wash basin.)	Exempt		○		
	5. Installing a water boiler	Yes	○			
	6. Installing a solar water heater (the body of the equipment can only be installed on a terrace house roof.)	Yes		○		
	7. Installing a water-cleaner	which is attachable to the end of a faucet and does not need any other additional	Yes			○
		Others	Yes		○	
	8. Installing a dishwasher-dryer	which is attachable to the end of a faucet and does not need any other additional	Yes			○
		Others	Yes		○	
	9. Replacing kitchen sink (including installing drop-in cooking range)	Exempt		○		
	10. Replacing the wall cabinet	Exempt		○		
	11. Installing a range-hood type hot water heater	Exempt		○		
	Electricity	1. Installing an amateur radio antenna (if it is installed on the mid-to-high rise housing.)	Yes		○	
2. Installing a BS/CS parabola antenna for BS and CS		Yes		○		
3. Installing or replacing an intercom with a TV monitor *10		(1) Without a TV monitor	Exempt	○		
		(2) With a TV monitor including an emergency push button	Exempt	○		
		(3) With a TV monitor other than above	Yes	○		
4. Changing capacitance		Exempt	○			
5. Installing a room air conditioner		If you have an exclusive outlet, sleeve and metal fixtures for the air conditioner				○
		If you have not such outlet, sleeve or metal fixtures	If you have a space to place an external fan for a separate type air conditioner	Exempt *11		○
			If you do not have a space to place an external fan for a window-fit type air conditioner	Exempt *12		○
6. Increasing outlet(s) in the living room		Exempt		○		
7. Replacing switches with larger ones		Wider switch / delay timer-equipped	Exempt *13	○		
		Other	Yes		○	
8. Increasing TV terminals		Exempt		○		
9. Increasing telephone outlets (plug-in phone jack type)	Exempt		○			
10. Installing an emergency report system	If items such as a dedicated wire are installed	Yes	○			
	If items such as a dedicated wire are not installed	Yes		○		

- *1 If you add improvements to your apartment which you are not obliged to restore the original state, installation methods shall be in conformance with the specifications predetermined by UR.
- *2 A length to embed nails shall not exceed two third (2/3) of the thickness of the material nor exceed 30 mm.
- *3 Any sleeve for air conditioner(s) will be made for a living room, for which an external fan can be placed (some types of sleeve installation for a FF (Forced draught balanced Flue type) heater may be born by UR).
- *4 Locks to be replaced shall be limited to those which do not need extra cut or boring on the front door fixtures including the door frame. Of them, if you use a lock considered compatible with the front door by UR, you will not be charged for such replacement.
- *5 This change will be done only for a Nishi style room with such Japanese style closet, or for a Japanese style living room of which Tatami mat floor will be simultaneously changed to a wooden floor (to a Nishi style room) as set forth in Paragraph 4 (2).
- *6 You will not be charged for cupboards installed in dressing room, and toilet.
- *7 Of works to install a branched faucet for a laundry machine and/or a dishwasher/dryer, or otherwise to replace a handle type faucet to a single lever one, you will be exempted from charges for replacement with a faucet with water hammer protection and a check valve function.
- *8 If you install a multifunctional toilet seat on the squat type toilet bowl, you will be required to restore the original state when you relocate.
- *9 If there is no outlet in the restroom, UR will install an outlet at its expense after you approve the improvements (Note that this improvement is limited to restrooms having a Nishi style toilet bowl. Also note that there are some apartment buildings which we can not install such outlet).
- *10 If you replace the intercom with the one with a TV monitor, you will not be charged for such replacement with the intercom having an emergency button. However, you cannot apply for the replacement of equipment subject to the requirement of the Fire and Disaster Management Act, such as fire alarms.
- *11 You will not be charged for a sleeve, metal fixtures and outlets only. For setting up outdoor units, they must be placed so as not to obstruct the emergency evacuation.
- *12 You will not be charged for outlets.
- *13 When replacing with delay timer-equipped switches, you will not be charged for the switches for exhaust fans in the toilet and the bathroom.