

## **SEACOAST GARDENS 3 CONDOMINIUM UNIT RENOVATION POLICY**

### 1. Renovation Defined

Renovations covered under this policy include any work which either requires, by law, governmental building permits and inspections, including but not limited to: the demolition, opening, or removal of interior walls or partitions, any plumbing or electrical work, doors and/or windows, or any work that involves the opening of any plumbing or electrical chase; or, any work related to the removal and replacement of any flooring, regardless of size, scope or cost or permit requirements ("Work"). Failure to obtain the required permits shall not be grounds for not adhering to this policy.

### 2. Notification Requirements

- a) Any owner contemplating a renovation shall notify the Management Office and the following accomplished before Work can begin:
  - i. The dates contemplated for the Work to commence and end;
  - ii. The name(s) and immediate contact information of the General Contractor ("GC") overseeing the work and any subcontractors performing the Work;
  - iii. The general scope of Work
- b) Management shall provide Owner and/or GC a copy of other relevant Association policies and obtain a signed acknowledgment from each as proof of receipt. These policies include but are not limited to:
  - i. Quiet Hours Policy;
  - ii. Smoking Policy;
  - iii. Parking Policy;
  - iv. Unit Renovation Policy and Guidelines

### 3. Permits, Building Codes, Vendors

- a) All Work shall be properly permitted and shall follow and meet or exceed all City of New Smyrna Beach and the State of Florida building codes in effect at the time.
- b) Unit Owners and/or the Owner's General Contractor or supervising vendor (GC) must notify the Management Office upon first day that work commences. This includes but is not limited to: the demolition, opening, or removal of interior walls or partitions, any plumbing or electrical work, doors and/or windows, or any work that involves the opening of any plumbing or electrical chase; or, any work related to the removal and replacement of any flooring, regardless of size, scope or cost or permit requirements.
- c) All work shall be completed by properly licensed and insured vendors, including all subcontractors to the GC.

### 4. Failure to Adhere.

Failure to adhere to this policy or meet the applicable building codes in effect at the time of the renovation's commencement shall be subject to the Association's prompt legal action.

5. Areas of Special Concern.

- a. Flooring. All flooring being replaced, either partially or in total, in Units on levels two through five require an Impact Insulation Class minimum value of 50 with a concrete subfloor. **Tile, vinyl, laminate and hardwood flooring require soundproofing underlayment to meet this value. Carpet requires a foam pad as a minimum.**
- b. Windows. Must meet all building codes in effect to include hurricane and turtle code regulations and must be compatible with the current window design of the building. Replacement windows shall be properly sealed and any exterior paint damage must be repainted. See the Seacoast Gardens 3 Additional Flooring, Doors and Window Guidelines.
- c. Exterior Doors and Storm Doors. Must meet all building codes in effect and be compatible with the current design or standards requirement of the building. See the Seacoast Gardens 3 Additional Flooring, Door and Window Guidelines.
- d. Hurricane Shutters. Hurricane shutters shall be white horizontal roll-down, high impact tested interlocking slats that comply with all building codes in effect. Motorized shutters are permitted and all wiring must be on the inside of the Unit. Colors permitted are white and off-white only and must be of the vertical roll-down accordion panel type.
- e. Material and Debris. All construction materials must be stored as directed by the Management. Construction debris must be removed from the site on a daily basis and may not be left anywhere on the Association's common property. Seacoast Gardens 3 dumpsters shall NOT be used for this purpose. At the Association's sole discretion, Management may have incorrectly stored or staged materials or debris removed from the Association's common property and Owner shall be billed for the time per man hour to do so. The current shop rate is seventy-five dollars (\$75) per man hour.
- f. Dust Management. Contractor must, on a daily basis, wash, mop, sweep or vacuum, as appropriate, any dust or debris from building, walkways, stairs, elevators, and sidewalks or other Association common property areas. At their sole discretion, Management may have the Association's common property cleaned and Owner shall be billed for the time per man hour to do so. The current shop rate is seventy-five dollars (\$75) per man hour.
- g. Work Contained Within Unit. All work must be completed within the Unit. Use of walkways and other common areas for construction activities is prohibited without prior Management approval.

[END OF MAIN DOCUMENT – EXHIBITS FOLLOW ON NEXT PAGES]

## EXHIBIT A

### SEACOAST GARDENS 3 ADDITIONAL GUIDELINES FOR FLOORING, DOORS, and WINDOWS

#### Interior Flooring.

For all decorative flooring installation above the concrete subfloor, whether partial or in total, proof of proper sound insulation must be provided to management prior to installation. Failure to meet this requirement may result in sound testing at the owner's expense. Any flooring not meeting the IIC value of 50 will be removed and replaced at the owner's expense.

#### Exterior Doors.

1. The Entry Door shall be a flat fiberglass door and painted. The association approved paint color to be used will be provided by management.
2. Sliding Glass Exterior Doors shall be hurricane impact resistant with gray tinted Low-E coating glass and comply with all applicable building codes and ordinances, including those regarding turtle season. Sliding Glass Exterior Door frames must be insulated white aluminum or white vinyl. First floor Unit doors must be able to lock from the inside.
3. The single door leading to the balcony (as installed) must be fiberglass and one of two styles: a single glass panel with or without internal blinds or a plain door with no panel. See Exhibit B for the two types permitted. This door must be painted to match the Entry door or other Association approved color. If the door with a glass panel is selected for use, the glass must meet the same building code requirements as cited below for exterior windows
4. Screen or storm doors may be used on the parking lot side of the building only. The frame must be the association approved color and of similar design as provided in Exhibit C.
5. All appropriate permits must be obtained and the installation must be performed by a duly licensed and insured vendor.

#### Exterior Windows.

1. Exterior windows must use either white aluminum or white vinyl frames without grids and shall use gray tinted glass with Low-E coating. Window screen frames shall be white and the screening material will be gray. Window designs must match those existing on the building.
2. Exterior windows must be made of impact glass and hurricane rated, and comply with all applicable building codes and ordinances, including those regarding turtle season.
3. All appropriate permits must be obtained and the installation must be performed by a duly licensed and insured vendor.

Refer to management for a list of approved licensed and insured vendors.

**EXHIBIT B**

**SEACOAST GARDENS 3  
SINGLE DOOR TO BALCONY STYLES**



Door with glass panel



Door with glass panel and internal blinds

**Exhibit B cont'd**



Plain Door with no glass

**EXHIBIT C**

**SEACOAST GARDENS 3  
STORM DOOR FRAME STYLES**

