

Gulf Horizons Condominium Association, Inc.

ARCHITECTURAL REVIEW COMMITTEE Application Instructions

1. Complete the entire form.
2. Submit copies of any drawing or blueprints to be approved by the ARC.
3. Owner must make sure that the floor design adheres to the Floor Sound Insulation Requirements dated 5/1/2019.
4. Tankless water heater and instant water heater are not permitted due to the building electrical wiring limitations.
5. Work shall **NOT** commence until application is approved.
6. Approved applications shall **NOT** be altered.
7. Denied applications can be appealed to the Board of Directors.
8. Contractors employed **MUST** provide Certificate of Liability Insurance/Workers' Compensation when required by law.
9. Owner is responsible for making sure all required permits are obtained prior to commencement of any work.
10. Owner is responsible for making sure the Contractor(s) agrees to abide by Gulf Horizons' construction work rules as specified in Gulf Horizons Contractor Form-Rev1.
11. Sign & return to:

Gulf Horizons Condominium Association, Inc.
c/o Sunstate Management Group
P.O. Box 18809
Sarasota, FL 34276

Ph. (941)870-4920
Fax (941)870-9652

Gulf Horizons Condominium Association, Inc.

ARCHITECTURAL REVIEW COMMITTEE APPLICATION FOR ALTERATIONS

Name(s) of Owner(s): _____

Address of Property: _____

Phone: _____ E-Mail: _____

I/We, being members of Gulf Horizons Condominium Association, hereby request the Architectural Review Committee thereof approve the following described construction, improvement or other alteration to my/our property:

(Attach additional sheets, if necessary)

I am/We are submitting herewith the following supporting documents:

- _____ Site plan professionally drawn (if required), lot survey, aerial photos from county website
- _____ Specifications of the construction, improvement or alteration
- _____ Engineering drawings
- _____ Color and samples
- _____ Manufacturer's promotional material
- _____ Pictures
- _____ Other

By this request, I/We, as owner(s) assume full responsibility for any and all required permitting, verification of contractor licensing and workers' compensation insurance (if required by law), arborist approval for tree removal, conformity, installation, maintenance, replacement and cost of the above work. I/We further agree to indemnify and hold harmless the Gulf Horizons COA, any member of its' committees, or any employee or agent for any claims arising out of this action. I will notify Sunstate Management within 14 days of the completion of improvements requested and understand that a final ARC inspection will be made within 30 days thereof to verify compliance.

Signature _____ Signature _____

Print Name _____ Print Name _____

Date Submitted _____ Anticipated Start Date _____

~For Official Use Only~

Date application received _____ Date Approved/Denied _____

Reason for Denial _____

ARCHITECTURAL REVIEW COMMITTEE

/s/ _____ /s/ _____ /s/ _____

Re-inspection

/s/ _____ /s/ _____ /s/ _____

Contractor's Instructions for working at Gulf Horizons (GH)

Welcome to Gulf Horizons, we desire your remodel to go as smoothly as possible. To help everything go well, we would like to let you know the rules for construction here at Gulf Horizons.

Contractors Need to abide by the following:

General:

- 1) All alterations need to be performed off-season, between May 1st and November 15th.
- 2) Emergency Repairs may be performed in-season, if necessary, only with board approval.
- 3) Work may be performed Monday through Saturday from 8:30 am to 5:00 pm only.
- 4) Work permits **MUST BE** displayed on the condo unit front window so that it can be seen from the walkway.
- 5) Keep items such as cords, electrical lines, and equipment from being a trip hazard by loosely strewing them in the walkways. We have many handicapped and elderly people in our building, and contractor should take every precaution such as taping the wire to the floor, run them along the edges, post signs, setting barriers, etc., to avoid accidental tripping.
- 6) The contractor is responsible for all damages caused by them to GH common property. They must report immediately any such damage to the GH onsite full-time maintenance man (Bob Murray at 941-525-4027) for repair/resolution.

Parking:

1. Gulf Horizons has very limited parking, especially for trucks/trailers. There is no guarantee there will be parking available.
2. Contractors must park in the owner's parking space.
3. Contractors may use one additional guest parking space.
4. There is only one parking spot for larger/tall vehicles which do not fit under the carports. To use this space, please contact Bob Murray at 941-525-4027 or visit him upon arrival for assistance with parking.
5. Trailers connected to a truck is a major problem in that we do not have any space for such length. We will do our best to accommodate your request. At times, you may need to detach the trailer and park in the owner's parking space.
6. You may be requested to park vehicles in the public parking lot across from Venice Beach.
7. Extremely important that you **DO NOT** block the emergency vehicle lane at the center of the covered parking area, adjacent to the flagpole.

Elevators:

1. The contractor accepts responsibility for any damage done to the elevators while working on site.
2. Elevator pads **MUST BE** used during demolition/construction while transporting debris and bringing in large amounts of product i.e., tile, flooring, cabinets etc.
3. To obtain the elevator pads, please call or visit Bob Murray 941-525-4027. Elevator pads can be left in place for a maximum of 3 days, but never over a weekend.

4. Contractors are responsible to place protective floor covering in the elevator. The elevator needs to be cleaned daily or more often if transporting dusty materials such as sheetrock.
5. **DO NOT** overfill trash container with debris. Elevator walls can be damaged from objects protruding outside the container.

Clean up:

1. **Daily** cleanup of all public areas (walkways, elevators, driveway, etc.) to clear construction dust or debris is required.
2. There is a "slop sink" in the south end, ground floor laundry room for rinsing paint brushes etc. Please **DO NOT** rinse paint brushes outside with the hose. **DO NOT** rinse or dump into the sink any mortar, solvents, or grout etc. Our plumbing system is old and must be handled with care. Please ask owner or Bob or anyone around to give you access to the ground floor laundry room. **DO NOT** dump waste debris/water in plant beds.

Trash:

1. Daily cleanup and removal of debris from walkway and elevators is required.
2. It is the responsibility of the contractor to remove and dispose all trash off-site. **DO NOT** use the GH trash dumpster and recycle bins under any circumstances.

Contractor Signature: _____ Date: _____

Company Name: _____

License Number (if applicable): _____

Homeowner: _____ Unit Number: _____

Gulf Horizons Flooring Sound Insulation Requirements

Revised 5/1/19

Upon replacing any flooring, the unit owner must install sound control underlayment prior to installing any new flooring

For Hard Flooring (examples are wood, laminate (Pergo/Wilsonart, etc.), tile, stone, etc): The sound insulation membrane must be guaranteed by the manufacturer to meet or exceed the performance of either of the below specifications:

- ASTM E90 and E492 as tested on 8" concrete slab:
 - STC (Sound Transmission Class) 60
 - IIC (Impact Insulation Class) 60
- ASTM E90 and E492 as tested on 6" concrete slab with *no* acoustic ceiling:
 - STC (Sound Transmission Class) 50
 - IIC (Impact Insulation Class) 50

For Resilient Flooring such as Luxury Vinyl Tile (LVT): this flooring must be installed over sound insulating products that are guaranteed by the manufacturer to meet or exceed the performance of the below specifications:

- ASTM E90 and E492 as tested on 8" concrete slab:
 - STC (Sound Transmission Class) 55
 - IIC (Impact Insulation Class) 55

Proflex products are available to meet all of the above specifications. InstaLay 30 and InstaLay 50 (not InstaLay 25) may meet the association's specifications depending upon what type of flooring is used (www.instaflorna.com). Other manufacturers that may have suitable products: www.foamproducts.com , www.Solidsoundusa.com, www.soundseal.com , www.kineticsnoise.com

All floor systems should be installed according to the manufacturer's recommendations. Particular care should be paid to isolating the floor from the wall assemblies to avoid transmitting sound into the unit's walls.

Products that are simply woven fibers with no polymer or rubber content are not acceptable. Products that list STC and IIC performance but do not give the test environment (esp. slab thickness) are not acceptable. "Typical" is not the same as "Guaranteed" – products and manufacturers that provide only "typical performance" (or equivalent words) and do not guarantee specified performance are not acceptable.

Carpet must be installed over a heavy-weight underlayment, preferably with a high rubber content.

Example PROFLEX products for Porcelain or Ceramic floor tile:

Below is an example product mix that meets the sound insulation requirements and is fully warranted if installed according to manufacturer's recommendations. This has been installed under porcelain tile at Gulf Horizons and the result is an exceptionally quiet apartment.

PROFLEX Products are available locally from:

CISCO Flooring
3333 Washington Blvd – Unit 4
Sarasota, FL 34324

www.ciscoflooringsupplies.com

Brian Fister, Mgr.

941 782-0470

Shoreline Flooring

1524 Market Circle

Port Charlotte, FL 33953

Telephone: 941-235-2525

Proflex products and budgetary pricing:

- Proflex 90 adhesive backed tile underlayment: \$1.18/sf in 100 sf rolls (3 ft. x 33.3 ft.)
- Proflex PR-11 Primer: \$27.00/gallon (covers 400 s.f.)
- Proflex Thinset: Medium bed Pro-Stick 50 (PS50): \$15.50/bag. (covers 40-50 s.f. per bag using a ½" x ½" notched trowel)
- Proflex RST (Rubber Seam Tape) can be used if the underlayment is being used to bridge cracks in the floor slab