

THE LONGWOOD CONDOMINIUM ASSOCIATION, INC.

SUBMISSION REQUIREMENTS FOR HARD SURFACE FLOORING INSTALLATION

Unit Owner's Name _____ Unit # _____

Telephone # _____ Scheduled Installation Date _____

Contractor/Installer _____

Contractor/Installer Address _____

Contractor/Installer Telephone # _____

Type of Underlayment (sound conditioning material) _____

STC RATING _____ IIC RATING _____

Unless the proposed underlayment is on the Longwood list of approved underlayment, sound conditioning underlayment with a minimum of IIC 60 and STC 60 must be supported with documented data on sound testing. The Longwood office must be notified when the underlayment installation is completed so that a representative of the Association may verify its installation prior to the installation of the finished floor. If, after receiving the completion notification, the Association has not notified the owner of any deficiency within five business days, the installation of the underlayment shall be deemed satisfactory.

Location where hard surface flooring will be installed and type of underlayment and finished flooring

	Underlayment	Finished Flooring
Master Bathroom	_____	_____
Bathroom II	_____	_____
Living Room	_____	_____
Dining Room	_____	_____
Kitchen	_____	_____
Master Bedroom	_____	_____
Bedroom II	_____	_____
Foyer/Hallway	_____	_____

The above named contractor/installer is attesting to the fact that approved underlayment and finished flooring as stated will be installed.

Contractor/Installer Signature

Date

Unit Owner Signature

Date

REMODELING

In order to allow for a minimum amount of inconvenience to other unit Owners, please follow the guidelines below when remodeling your apartment:

- **NOTICE:** Owner should notify the office before doing any remodeling.
- **DEBRIS:** The unit Owner is responsible for arranging the removal of all debris from apartment and common areas.
- **BULK ITEMS:** The Longwood Condominium agreement with Waste Management for garbage removal does not provide for removal of bulk items such as cabinetry, drywall, appliances etc. Such items can NOT be disposed of in the trash bins. The Owner is responsible for arranging removal of such items.
- **CLEAN UP:** When finished for the day, the contractor doing the remodeling should clean up the common areas.
- **WORK:** All contractor work is to be done in the unit or courtyards - NOT IN THE HALLWAYS.
- **PARKING:** Contractors should only use guest parking spaces, which are clearly marked.
- **PLUMBING:** When remodeling plumbing, NO COMMON PIPE CAN BE TOUCHED.
- **FLOORING:** Prior to installation of hard surface flooring in 2nd and 3rd floor units, the unit Owner is responsible for submitting the required form to the Association (see attached). Please refer to detailed underlayment requirements for 2nd and 3rd floor units (attached).
- **UNDERLAYMENT REQUIREMENTS** - (Rule 2D as revised 3-25-21)

All proposed 2nd & 3rd floor installations of hard surface (hardwood, Pergo type, tile, marble, granite are APPROVED finish flooring materials; LINOLEUM, VINYL TILE, OR VINYL SHEET flooring are specifically NOT APPROVED) flooring shall require sound conditioning underlayment with a minimum impact noise rating of IIC 60 and above, and an airborne noise rating of STC 60 and above. VINYL PLANK flooring with an attached backing sound conditioning underlayment with a minimum impact noise rating of IIC 60 and above, and an airborne noise rating of STC 60 and above is an APPROVED flooring material. 2nd and 3rd floors will require additional approved vapor barrier underlayment.

Prior to installation, the unit owner must submit to the Association:

1. Samples of the proposed finished floor material and sound conditioning underlayment along with
2. A completed written submission on a form provided by the Association (attached) to be executed by both the contractor (installer) and the unit owner which identifies the specific flooring and underlayment which is proposed to be installed and which rooms are to be affected.
3. Supporting data on sound testing of the proposed underlayment.

If the proposed underlayment does not meet the required sound transmission standards, the Association has the right to deny its installation and it has the right to specify an underlayment that it does approve. Once approved, prior to the installation of the finished flooring, the Association must be notified when the sound conditioning underlayment is installed so it may be inspected by the Association.

Unit owners will be held strictly liable for violation of these restrictions and for all damages resulting therefrom, and the Association has the right to require the immediate removal of flooring installed in violation of these rules by written notice to the unit owner. The Association shall have the right to charge a unit owner for the removal of any material which is in violation of this sound control standard, and shall be entitled to a lien on the condominium parcel as provided in 718.116(5)(b)Florida Statutes.

- **WASHER/DRYER:** Washers and Dryers may be installed in individual apartments. It shall be a requirement that the Owners or their contractors obtain plumbing and electrical permits for the installation from the proper departments of the city of Palm Beach Gardens. Copies of the issued permits shall be delivered to Longwood's office prior to the start of any plumbing, electrical, or other changes relating to this installation. The installation of smaller vent-less combination washer and dryers which have a capacity of less than 3 cubic feet shall be an exception and may be installed without permits. Drain pans must be installed under all washers of any type.