

## **Island Pointe Condominium Unit Floor Covering Standards 9/1/16**

*The purpose of these these flooring standards is so that all occupants of Island Pointe Condominium units can live with an assurance that their quality of life will not be negatively affected by increased sound levels from replacement flooring systems that will occur from time to time. In addition, these standards will enhance the property values of their units.*

**It is expressly prohibited to remove any carpeting or hard surface flooring system, both of which contain sound dampening qualities, from a condominium unit and not replace it with a sound controlling floor covering system. Any new flooring installed must meet the minimum sound control standards of Island Pointe Condominium Association.**

### **CARPETING:**

When installing new carpeting the following shall apply:

The replacement carpeting and padding must have similar sound control qualities to that which is being replaced. Notice of the proposed work must be given to the Island Pointe Association office.

### **HARD SURFACE FLOORING:**

Each unit owner who proposes to install replacement hard surface flooring materials in their unit must submit an application to Island Pointe Condominium Association. This will be made using the standard Architectural Review Committee application form prior to the commencement of work. "Hard surface flooring" is defined as tile (quarry, ceramic, porcelain, stone, etc.), wood (hardwood, solid, engineered, laminates, etc.), vinyl flooring (yard goods, tiles, etc.).

The completed application form must include a written scope of work and a complete description of all proposed materials with manufacturer's specifications and test data for the relevant flooring system, including but not limited to: finish flooring, primers, adhesives, mortars, and underlayment.

Written approval from Island Pointe Condominium Association is required prior to commencement of the installation of replacement hard surface flooring.

**Installation of hard surface flooring without the written approval of the Island Pointe Condominium Association or its representatives will be subject to immediate removal and penalty.**

Unit owners proposing the installation of new or replacement hard surface flooring must install an approved sound control barrier underlayment of "Easy Mat" with Sound Guard Technology, Regupol QT4012, Impacta-ProBase 12mm, or Proflex RCU-500. These products shall have a minimum thickness of 12 mm.

An alternate underlayment will be considered if it has an IIC sound impact rating and STC noise transmission rating similar to the above products or a NVLAP lab tested IIC composite impact rating of 55 for a reinforced 8" concrete floor assembly with a skim coat finish on the ceiling below. Test reports for the proposed floor finish and underlayment can also be provided for a 6" concrete slab if no data is available for an 8" slab. IIC sound impact rating results for ceiling assemblies with hung (drop) or acoustical ceilings are neither applicable nor acceptable. **If an alternate underlayment product is submitted, the applicant will bear the cost of the Association's acoustical consultant's expense for review.**

The flooring and underlayment shall be installed and inspected in accordance with written installation instructions provided by the manufacturer and with the procedures as generally provided below.

Installation procedures shall meet or exceed the written installation instructions of the manufacturer and the following:

1. **The sound control underlayment must be installed under the hard surface flooring and 2" up the wall at the perimeter, or as required by the manufacturer, and then trimmed back to the top of the finish flooring.** This way the underlayment also acts as a necessary isolation barrier to keep the impact sound from transferring to the floor and wall construction. The unit owner is responsible for checking with the flooring manufacturer to be sure that these requirements are compatible with their finish flooring product.
2. The underlayment installation must be inspected and approved prior to the installation of the finish flooring.
3. After the finish flooring is installed, the installation must be inspected to check the perimeter of the entire floor and the periphery for any protrusions such as pipes, so as not to have any of the mortar, bond coat, or grout touching the wall or any protrusions that penetrate the floor. Should any hard material from the installation establish a sound bridging effect between the floor, the setting bed, or the wall; or any penetrating protrusion, an unacceptable reduction of the sound rating will occur and the contact material must be removed.

4. Wood, composite, or other base trim material is to be placed with an elevation approximately 1/8" above the surface of the finish flooring. It is the owner's responsibility to adjust the height of the base trim material, to accommodate the new flooring system. In almost all situations, and in order to properly install perimeter and periphery sound isolation, the existing base trim material must be removed and a new or reused base trim material installed 1/8" above the top of the new finished flooring system.
5. A sealant is required at the perimeter of the entire hard surface flooring system, and the periphery of all protrusions through or at the floor. This sealant joint shall fill the 1/8" wide gap between the base trim and the top of the finish flooring system and around any protrusions. **This joint must be filled with an elastomeric or acoustical sealant. Hard grout is unacceptable.** This sealant caulking can be completed before or after grouting as long as the hard grout is left out of the spaces or voids required to be filled with sealant. If acoustical sealant is used, the joint can be painted to conform to the color of the grout used in the field or wall base. Dow Corning, GE silicone, and other products come in a variety of colors to harmonize with the color of the tile or wall base.
6. Any deviation from the specifics of 4 or 5 above must get approval during the original application process. Unapproved deviations will be cause for a failed inspection.

#### **GENERAL NOTES FOR ALL NEW FLOORING TYPES**

1. Any penetration into the structural slab (ceiling or floor) is not allowed. Post-tensioned steel cables and reinforcing steel bars run throughout the slabs.
2. The unit owner is responsible for having the common areas cleaned to the same condition as before the installation. The Board of Directors or its representatives will inspect, with the unit owner, the condition before and after installation. The unit owner will be liable for any Condominium Association cleaning charges for the affected common areas if the common area affected is deemed soiled by the actions of the unit owner or contractor.
3. It is very important that the flooring contractor not pour any debris down any shower, sink, water closet, or utility sink drains. In the opinion of the Condominium Association, any common element repairs deemed to have been caused by the contractor's or installer's actions will be billed to the unit owner.

4. No construction material or debris of any type associated with any replacement flooring system shall be placed in any Island Pointe dumpster. All materials and debris must be removed from the site by the contractor or unit owner.
5. All work must be performed during the days and hours as allowed by the Condominium Association documents. (M-F 8AM-5PM - No work on weekends)
6. In situations where a permit is required by the Florida Building Code, licensed and insured contractors (building, plumber, electrician) must be used. In general, any reconfiguration of kitchens or bathrooms, changes to the shower pan liner, shower or tub wall underlayment, plumbing or electric “behind the paint”, or tub replacements require a permit under the Florida Building Code.
7. These standards are subject to alteration as future technological and industry standards evolve and special circumstances develop.
8. The establishment of these standards is to be included in the post orders of the Island Pointe security contractor.
9. A fully completed and signed Island Pointe Contractor/Unit Owner Soundproofing Certification form is to be returned and placed into the Island Pointe permanent condominium unit records.
10. Copies of all required & conducted inspections are to be placed into the permanent Island Pointe condominium unit records.
11. The original application and all associated documentation are to be placed into the permanent Island Pointe condominium unit records.
12. Documentation of all required inspections is to be completed on an inspection form established by the condominium association specifically for this purpose.

#### **ALTERNATE UNDERLAYMENT MATERIALS SUBMITTALS**

Alternate materials or products being considered by unit owners shall be submitted in a package prepared by the unit owner that includes the following items:

1. The name, thickness, and model number (if any) of any product being proposed
2. The product data sheet for the product or material
3. The areas of the unit where the materials will be installed.

4. A complete laboratory test report from an NVLAP accredited laboratory for the underlayment with the proposed flooring system on an 8" concrete slab with no suspended or acoustic ceiling below. Data can be provided on a 6" slab if an 8" slab report is not available (this difference can be interpolated).
5. A copy of the written installation instructions from the manufacturer for the underlayment, grout, thin set, glue, or mortar system proposed for use.

### **REQUIRED CONDOMINIUM ASSOCIATION INSPECTIONS**

The following are the minimum inspections to be conducted by the Condominium Association or it assigns:

1. Pre-job walk through with the unit owner of the common areas that may be traversed or used during the specified work.
2. Walk through with the unit owner of the work area of the unit for existing conditions.
3. Inspection of the completed installation of the underlayment system including perimeter isolation. This may require multiple inspections if the proposed work involves phases.
4. Inspection of the completed flooring system installation and sound sealing. All areas must be open and observable for inspection. The inspection will be failed if furniture or appliances have been set in place prior to receiving an approved inspection. This may require multiple inspections if the proposed work involves phases.
5. No work may progress before a required inspection has been conducted and approved.
6. The inspection process by the Condominium Association is separate from any inspections required by the Florida Building Code.
7. Walk through with the unit owner for final inspection of the common areas that may have been traversed or used during the specified work.
8. 24 hours advanced (business day) notice is required for a Condominium Association inspection.

Island Pointe Condominium Association  
Contractor and Unit Owner Certification Form

To be completed and returned to the Condominium office upon completion of specified work and before the final unit inspection by the Condominium Association is scheduled.

**Contractor's Certification**

I, \_\_\_\_\_ of \_\_\_\_\_  
Contractor's Name Company Name

A licensed and insured flooring contractor, hired for the purpose of installing replacement flooring in Unit # \_\_\_\_\_, in Building # \_\_\_\_\_, do hereby certify that I have read the Island Pointe Condominium Unit Flooring Standards. I further certify that I have used all materials as specified in the approved Island Pointe ARC application form for this installation and that the installation is compliant with the manufacturer's installation instructions and the additional requirements of the Island Pointe Condominium Unit Flooring Standards.

Contractor Signature

\_\_\_\_\_  
Sign Name Print Name

**Unit Owner's Certification**

I/We \_\_\_\_\_, owner(s) of Unit # \_\_\_\_\_, hereby certify, to the best of our knowledge, that the flooring installed by our contractor, noted above, was installed as specified in the approved Island Pointe ARC application form for this installation and that the installation is compliant with the manufacturer's installation instructions and the additional requirements of the Island Pointe Condominium Unit Flooring Standards.

Unit Owner(s) Signature(s)

\_\_\_\_\_ Date \_\_\_\_\_

Island Pointe Condominium Association  
Condominium Unit Floor Covering Inspection Form

The following noted inspection was conducted in Unit # \_\_\_\_\_, of Building \_\_\_\_\_

- Pre-job walk through with the unit owner of the common areas that may be traversed or used during the specified work.
  
- Walk through with the unit owner of the work area of the unit for existing conditions.
  
- Inspection of the completed installation of the underlayment system including perimeter isolation. This may require multiple inspections if the proposed work involves phases.
  
- Inspection of the completed flooring system installation and sound sealing. All areas must be open and observable for inspection. The inspection will be failed if furniture or appliances have been set in place prior to receiving an approved inspection. This may require multiple inspections if the proposed work involves phases.
  
- No work may progress before a required inspection has been conducted and approved.
  
- The inspection process by the Condominium Association is separate from any inspections required by the Florida Building Code.
  
- Walk through with the unit owner for final inspection of the common areas that may have been traversed or used during the specified work.

Note: 24 hours advanced (business day) notice is required for a Condominium Association inspection.

Approved       Failed

Reason for Failed inspection: \_\_\_\_\_

\_\_\_\_\_

Signed Frank Herdman

Date 11-3-16

Print Name FRANK HERDMAN

9/1/16

Title: President

**FLORIDA SHORT-FORM INDIVIDUAL ACKNOWLEDGMENT**

F.S. 695.25

State of Florida }  
County of Brevard }

The foregoing instrument was acknowledged before me this 03 day of November, 2016,  
by Frank A Herdman Jr.,  
Name of Person Acknowledging

who is personally known to me or who has produced  
Driver License



Catalina Mejia  
COMMISSION #FF901137  
EXPIRES: July 19, 2019  
WWW.AARONNOTARY.COM

\_\_\_\_\_  
Type of Identification  
as identification.

[Signature], Notary Public  
Signature of Notary Public

Catalina Mejia  
Name of Notary Typed, Printed or Stamped

Commission No. FF901137

**OPTIONAL**

*Though the information in this section is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**Description of Attached Document**

Title or Type of Document: Inspection form,

Document Date: 11/3/16 Number of Pages: 1

Signer(s) Other Than Named Above: NONE

**RIGHT THUMBPRINT OF SIGNER**  
Top of thumb here