

ALTAMIRA CONDOMINIUM ASSOCIATION

GUIDELINES FOR CONTRACTORS WHEN WORKING IN THE COMPLEX

Projects should be planned during slow occupancy times to minimize the impact of fellow homeowners and guest/renters. A "Quiet Period" from November 1 through April 30 has been determined to be most beneficial to owners.

Prior to starting renovation/repair work, owners and contractors must receive Board approval as specified in Condo Docs 9.1 for their plans and have read and agree to comply with these guidelines. Owners may certify for their contractors if they wish.

A. RESIDENT MANAGER

The resident manager is the key person representing the interest of Altamira owners.

1. A description of the changes planned, dates of construction, who is involved, delivery of supplies and responsibility for oversight of the area must be provided to the resident manager prior to beginning construction.

B. CONTRACTORS

1. All hammering, sawing, etc may not begin before 9AM nor continue past 5PM.
2. Boom boxes, radios, etc. are not to be played at a volume that they can be heard in other units. Volume of such items to be heard over the noise of saws, hammers, etc. is clearly unacceptable.
3. Workers must dispose of major construction debris off site. Our dumpsters are for domestic rubbish only. An extra dumpster can be ordered by coordinating with the resident manager. The cost of the extra dumpster is the responsibility of the unit owner.
4. No waste liquid, powder or other materials may be disposed of in any waste water system or drain, i.e. unit, laundry or other drain. Hazardous material should be disposed according to county rules and regulations.
5. When replacing carpet, contract with the carpet layer to haul away your old carpet and pad.
6. Any use of common areas as temporary staging grounds must be coordinated with and approved by the resident manager. Clean up of common areas must be completed daily and the level of cleanliness accepted by the resident manager.
7. Do not park in front of entry doors or unit owners garages. Pay attention to "Resident Only" parking designations. If a contractor has more than one truck, only one may be parked within our gates. Additional vehicles must be parked on A1A.
8. Service elevators are the first choice for use. Only if material and equipment won't fit through the laundry room, should the main elevator be used. Only one elevator at a time may be utilized and do not block or hold the elevator on any floor or owners unit. The weight limits of the elevators must be adhered to so as to not damage or lock them up by over loading. No elevator may be used if it has not been padded by the resident manager.