

# PACIFIC TOWER CONDOMINIUM ASSOCIATION

## Supplemental Application For Installation of Hard Surface Flooring

If you are planning to install hard surface flooring in any Unit you must submit this Supplemental Application to the BOD along with the completed Application for Unit Modification and all required supporting documents for both Applications. Exception: Units that are not directly above another Unit are not required to meet the acoustical standards specified below in Step 3. All other requirements listed in this application must be met. Written Board approval of both Applications must be received before commencing any work. All Unit Owner responsibilities and Owner/Contractor Attestations listed on the Application for Unit Modification Application apply equally to this Supplemental Application.

Unit Owner Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Number: \_\_\_\_\_

Phone: Daytime \_\_\_\_\_ Evening \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone \_\_\_\_\_

Contractor Address: \_\_\_\_\_

For installation of hard surface flooring in any Unit, follow these steps:

1. Submit both: the completed Unit Modification Application with supporting documents AND this Supplemental Application for Installation of Hard Surface Flooring with supporting documents to the Board. You will be notified of the date when the Board will meet to review your Application. Please attend the meeting.
2. The Board will retain a copy of the application showing Approval or Disapproval and return the signed original application and supporting documents to the Applicant
3. For any Unit that is directly above another Unit, the official manufacturer's specifications for the flooring and acoustical subflooring materials must be submitted to the Board as part of the approval process. Documentation of compliance with the minimum sound reduction standard set by the Board of 70 IIC (Impact Insulation Class) for the combination of 6" concrete (27 IIC) plus underlayment plus hard surface flooring is one of the requirements for approval. Units that are not directly above another Unit are not required to meet these acoustical standards. However, all other requirements still apply.
4. If a contractor is being used, a copy of the contractor license, bonding and insurance must be provided along with the completed application. If the work will be done as a Do It Yourself project by the Unit owner or his designee (not a licensed contractor), the Unit owner must provide the Board with a plan of work.
5. All material and debris removed from the unit must be disposed of outside PTCA property the same day it is removed from the Unit. It may not be stored or accumulated on PTCA property overnight.

October 1, 2015

## To be completed by the Board of Directors

**Sound Reduction Rating Standard:** If the sum of the equation below is 70 IIC or higher, the materials meet the standard. If the sum is below 70 IIC, the materials cannot be approved. The IIC rating of the PTCA 6" concrete slab (27 IIC) plus the IIC ratings of the proposed underlayment plus the proposed hard surface flooring is as follows:

$$27 \text{ IIC (slab)} + \text{ \_\_\_\_\_\_ IIC (proposed underlayment)} + \text{ \_\_\_\_\_\_ IIC (proposed flooring)} = \text{ \_\_\_\_\_\_ IIC}$$

This application meets or exceeds the Sound Reduction Rating Standard; the required description of the applicant's request is adequate and copies of the contractor's license; bonding and insurance certificates are included; and the applicant's written plan of debris removal and disposal is included and adequate

---

Board Member Signature

---

Date