

BLUFF VILLAS **Contractor & Renovation Rules**

The following rules apply to all individuals performing work at Bluff Villas:

Permits:

- For any renovation work requiring a Building/Electrical/Plumbing Permit. Contractors **MUST** obtain all applicable permits.
- A copy of the overall scope of work for the project and a copy of the required permits **MUST** be submitted to the Regime Management Company at least three (3) business days prior to commencement of the work

Hours: NO work during the period from June 1st till August 31st

- Contractors may only work during the hours between **8:00 a.m. and 6:00 p.m.**, Monday through Friday. Work on holidays must comply with CSA rules. This does not apply to emergency work.

Housekeeping:

- Contractors **MUST** clean daily all common areas, including corridors, parking lot, grounds, etc. which they use.
- No construction debris is to be placed in a Bluff Villa Dumpster as the waste company will not pick up construction debris. The owner will be fined \$300 if the waste company discovers there is construction debris in a Bluff Villa dumpster.
- Contractors **MUST** provide their own refuse disposal equipment. A construction dumpster must be placed on wood (so as not to damage the asphalt) in the parking area opposite the front entrance of the building.
- Nothing is to be thrown off the corridors or balconies.
- Contractors **MUST** obtain a permit for placing approved dumpsters on the property from the Regime Management Company and attach the permit to the dumpster. No port-a-johns are permitted.

Work Rules:

- Contractors may not use balconies, hallways, or other common property as work or storage areas without written approval by the Regime Management Company. Any rigging from the building must be approved by the Regime Management Company.
- Contractors may not interrupt services to other units or otherwise inhibit the use of other units without written approval by the Regime Management Company.

- Contractors must promptly notify the Regime Management Company of any damage to common property and promptly make corrections when possible. This includes paint spills.
- Contractors may not cut into the floors or load bearing elements of the building.
- Contractors may not cut into fire rated ceilings or make changes to elements installed in fire rated ceilings without written approval by the Regime Management Company.
- Contractors may not disconnect or otherwise modify any utility element that is common property without written approval by the Regime Management Company. This includes electrical, plumbing, cable, or telephone feeds installed inside the walls that provide service to other units.
- Any construction procedure that will generate excessive or extended noise or may cause inconvenience to neighboring units requires approval by the board. The application must include a definition of the procedure, why it is required, as well as the specific times and durations expected for the procedure. The board may elect to restrict the procedure or to limit the times that such procedures are allowed. The owner or contractor will be required to give the Regime Management Company notice of the planned procedure at least three (3) business days prior to said procedure so that neighbors can be notified.

Vehicles:

- After unloading contractor vehicles and trailers must be parked in the parking spaces fronting the island and removed at the end of each day.

Penalties:

- Any violation of the above defined rules may result in a fine of up to \$500 per day and a suspension of construction until the appropriate corrective action is taken.

Contacts:

Management Company
IMC Resort Services, Inc.
843-785-4775

Sea Pines Security
843-671-7170

Emergencies
911