

**FOXWOOD CONDOMINIUM**  
**APPLICATION FOR BOARD APPROVAL TO REMODEL UNIT**

UNIT OWNER NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

INSTRUCTIONS: This package must be completed and delivered to the Foxwood Property Manager for approval from the Board of Managers to remodel a unit. You will receive a written response within 30 days of the receipt of this completed application and the proposed drawings, specifications and licensing / insurance required under the *Rules and Procedures for Remodeling Unit, Contractor Indemnification and Contractor's and Subcontractor's Insurance* found on the Foxwood website, [www.foxwoodcondominium.com](http://www.foxwoodcondominium.com).

General Requirements for Remodeling Units (please visit condo website for all requirements):

1. \$1,000 deposit required before work can begin. The check will be returned at completion of project after the successful inspection(s) of the work and common hallways. Inspections will take place throughout the project.
2. All work must be performed by licensed and insured contractors. A licensed plumber is required for any plumbing work and a licensed electrician for any electrical work. Any permits must be displayed prominently, as required.
3. All contractors must check in with the Foxwood Property Manager before beginning any work.
4. In the case of a major renovation which will affect other building occupants, a notice must be posted on building bulletin board at least 5 days before work starts. It must include the scope of work and unit owner contact information, in case of an emergency.
5. If a dumpster is required, it needs to be coordinated with the Foxwood Property Manager. Otherwise, no debris from the work can be placed in or near the garbage sheds. Fines will apply to unit owner.
6. Common areas must be swept and vacuumed of debris every working day.
7. There can be no breach of common elements (ex., removal or damage of the acoustic sub-flooring, venting of range hoods to outdoors, running of refrigerator water lines, etc.). All piping must be copper.
8. Any exposure of common elements requires a condo inspection before area is closed.
9. All renovations to a unit must be done between 8:00 am and 6:00 pm. Monday through Friday, 8:00 am to 3:00 pm on Saturdays, and never on Sundays or holidays.

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I acknowledge that the requirements outlined in this application and attachments, in conjunction with the Rules and Regulations, will be adhered to in this project. I also attest that the attached Schedule A is the complete scope of work for this project.

\_\_\_\_\_  
Unit Owner Signature and Date

\_\_\_\_\_  
General Contractor Signature and Date



## Application for Remodeling Work - Schedule A - Scope of Work

### Section A: Project Information

Unit Owner Name:	Permit Number:
General Contractor Name and License:	Unit Address:
Electrician Name and License (if applicable):	
Plumber Name and License (if applicable):	

### Section B: Unit Wide Requirements

Scope of Work	Requirements
Moving, Adding or Removing Walls:      Included <input type="checkbox"/> N/A <input type="checkbox"/>	Architectural Plans, Building Permits
Installing new flooring:                      Included <input type="checkbox"/> N/A <input type="checkbox"/>	See attached flooring specifications and requirements
Electrical Work: installing recessed lights, ceiling fans, GFCIs, or dimmers; replacing ceiling fixtures or running light boxes; repairing or adding hard-wired smoke alarms.	
Work above:                                      Included <input type="checkbox"/> N/A <input type="checkbox"/>	Building Permits, Licensed Electrician
Other: Please supply details.	

### Section C: Kitchen Requirements

Scope of Work	Requirements
Renovation without changing layout      Included <input type="checkbox"/> N/A <input type="checkbox"/>	Licensed General Contractor, Licensed Plumber
Modification of Layout of Appliances:    Included <input type="checkbox"/> N/A <input type="checkbox"/>	Architectural Plans, Building Permits, Licensed Plumber
Reconfiguration of Plumbing:              Included <input type="checkbox"/> N/A <input type="checkbox"/>	Architectural Plans, Building Permits, Licensed Plumber
Refrigerator Waterline / Sink Water Filter Included <input type="checkbox"/> N/A <input type="checkbox"/>	Licensed Plumber -Must be contained within Unit
Other: Please supply details.	

### Section D: Bathroom Requirements

Scope of Work	Requirements
Renovation without changing layout      Included <input type="checkbox"/> N/A <input type="checkbox"/>	Licensed General Contractor, Licensed Plumber
Modification of Layout of Bathroom:    Included <input type="checkbox"/> N/A <input type="checkbox"/>	Architectural Plans, Building Permits, Licensed Plumber
Conversion of Tub / Shower:                Included <input type="checkbox"/> N/A <input type="checkbox"/>	Building Permits, Licensed Plumber
Bath Fitters Type Installation:            Included <input type="checkbox"/> N/A <input type="checkbox"/>	Licensed Vendor
Other: Please supply details.	

### Section E: Foxwood Inspection Requirements

Installation of new flooring	Pre-Installation: Approval of flooring, padding and sound attenuation product that meet attached criteria. During renovation: Inspection of condition of existing sub-flooring to determine if replacement is needed. Post renovation: Inspection of second and third floor units to ensure that 80% carpeting coverage is achieved.
Any exposure of common elements	Any exposure of common elements needs to be inspected by Foxwood Property Manager before closing the area to ensure no damage occurred.
Installation of water lines, water filters and range hoods, copper piping	During renovation: Inspect to ensure that no lines are run through common elements. Common area pipes need to be copper and inspected while wall is open.



## FOXWOOD CONDOMINIUMS

### 2<sup>ND</sup> AND 3<sup>RD</sup> FLOOR UNITS – (EXCLUDING TOWN HOUSES)

#### INSTALLING FLOATING ENGINEERED FLOORING – MUST ACHIEVE STC AND IIC RATING OF 60

The flooring specification as laid out in the original Foxwood Prospectus that included ¾” thick gypsum underlayment was most likely intended for sound attenuation but may also be part of the minimum fire rating for floors between dwelling units in a multifamily structure.

**It is for this reason that by no means should this layer of gypsum be removed.** If that is necessary due to any structural repairs or modifications, then it must be replaced in kind.

However, the gypsum alone is not enough to attenuate sound adequately. The floor structure, insulation, and ceiling material below, combined with some form of cushion below the gypsum help to attenuate the sound. The gypsum itself does not usually degrade in quality unless there are cracks or spills.

A notable problem with achieving the proper IIC rating in existing structures is the added floor thickness. This office recommends the installation of a product by AcoustiGuard called QT Impact Sound Isolation. It is a 5mm (>.25”) pad that comes in rolls and can be applied directly over plywood subflooring, concrete or the gypsum subfloor. It is made of 100% recycled rubber. In most cases it can achieve close to if not greater than the 60 IIC rating when topped with ceramic tile or hardwood and installed over a gypsum surface similar to Foxwood’s. It outperforms other similar products made from cork, polyethylene, fiberglass or nylon matrix. It is also available in a 10mm thickness, if the conditions allow, and increases the attenuation value of the 5mm by 10%. In situations where a tenant removes an existing finished floor surface and reveals the gypsum subfloor, the Board would require that this product or another product with equal performance be installed over the subfloor with no gaps or exclusions prior to installation of a new finished floor. This would include all surfaces with the exclusion of carpet.

Installation of carpet allows for a much higher IIC rating due to the nature of the padding and carpet material. If a tenant plans to install carpet then the Board should recommend a Bonded Urethane or “Rebond” padding at a thickness of 3/8” and minimum density of 6.5 to 8 lbs. per cubic inch. This quality is designated for high traffic areas. In addition to the installation of the AcoustiGuard QT padding under wood or ceramic floors, the Board may consider requiring the tenant to provide a minimum ratio of area rug to hard wood floor surface to cut down on impact sounds. These standard values can be obtained through reference guides for multifamily structures in the area.

#### INSTALLING HARDWOOD FLOORING - (MUST BE ¾”)

Remove existing Gypcrete underlayment (down to the original subflooring)

Screw down existing subflooring throughout the entire area

Install new 5/8” fire rated plywood over existing subflooring to be glued and screwed in place

Install Floor Muffler Ultraseal underlayment

Install ¾” X 3 ¼” nailed down red oak flooring perpendicular to floor joist.

ENACTED 1/10/2023