

## **SUMMARY OF CONTRACTOR RULES AND STANDARDS**

The following will apply to all construction, improvements, alterations, or maintenance of any structure, to any change to the exterior of any structure and to grading, excavating, tree removal, landscaping, or any other change to the grounds of a single-family, multi-family or commercial site within Sandestin. Compliance is mandatory and violations will result fines being issued in accordance with the ARB Guidelines. The contractor on the approved ARB application is responsible for all sub-contractor's compliance with the Guidelines. It is the responsibility of ALL contractors performing work in the Sandestin Community to abide by the Associations rules, including but not limited to the ARB Guidelines. A full copy of the ARB Guidelines, which includes Contractor rules, is available on the SOA website [www.sandestinowners.com](http://www.sandestinowners.com) **\*\*If you would like to receive contractor notifications from our ARB Department, please email [arb@soaowners.com](mailto:arb@soaowners.com) and request to be placed on the email distribution list.\*\***

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### **CONSTRUCTION HOURS**

Construction access and work is permitted during the following timeframe:

**March thru October: Monday-Friday 7:00am-6:00pm      November thru February: Monday-Friday 7:00am-5:00pm**  
**Saturday - 7:00am - 5:00pm year round**

**NO WORK IS ALLOWED ON SUNDAYS OR HOLIDAYS, INCLUDING BUT NOT LIMITED TO THE FOLLOWING:**

**New Year's Eve, New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, Christmas Eve, Christmas Day**

All requests to work extended hours require a written approval from the ARB Administrator or appointed staff member. When possible, the request should be made 24 hours prior to the extended work hours needed. Emergency maintenance services may be allowed on Sundays and holidays with proper authorization from Security.

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### **START OF CONSTRUCTION**

No work is to commence, including but not limited to lot clearing or placement of portable toilets or dumpsters will be permitted until all required governmental permits are obtained and written approval of the ARB has been granted, when applicable.

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### **PORTABLE TOILETS**

Prior to commencing work, a portable toilet must be placed on the job site in a manner to least disturb other residences and surrounding entities. Positioning of the toilet on the job site will be coordinated with the ARB Compliance Officer. The toilet must be positioned as far off of the street as possible and the door should not open towards the street. Toilet must be maintained in a clean and sanitary manner and remain on the site until the project is complete.

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### **CONSTRUCTION TRAFFIC, VEHICLES, AND EQUIPMENT**

All construction traffic will access the community through the East or South Gate. No construction vehicles (trucks, trailers, vans, cars, equipment, etc.) may be left in the community overnight without prior approval from ARB Staff. While working at the site, parking is allowed only on the lot under construction or in front of the home or building under construction if in compliance with HOA/COA documents. Use of adjacent lots without prior written permission from the property owner is prohibited. Such written approval must be provided to ARB staff. When parking on the street all four tires must be on the road surface. Contractors are to keep the number of vehicles at the work site to a minimum and washing of construction vehicles is strictly prohibited.

If a landscape truck and/or trailer is parked in the street during landscape installation or maintenance, safety cones must be placed on all sides of the truck. (Street, front and rear sides)

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### **SITE CLEAN UP AND APPEARANCE**

Each project that generates debris must provide a commercial dumpster at all times which must be located within the property lines and cannot be placed on the road right-of-way or on any adjacent private or common property. It must be emptied when debris becomes visible over the top of the container. If dumpster servicing is delayed, a tarp should be placed over the dumpster until emptied. No additional work should be done at the site until the dumpster is serviced. The use of a dumpster at another job site or the SOA sanitation site is prohibited and violations will be issued in accordance with the fine schedule.

Job sites and surrounding areas must be kept clean and orderly at all times. Trash, litter, construction debris, empty paint and sheetrock mud containers must be disposed of in the dumpster each day. Contractors will only use the utilities provided on the site on which they are working.

The ARB Compliance Officer will conduct regular site visits. Those sites not in compliance will receive a violation in accordance with the ARB fine schedule. Non-compliance may also result in job site closure.

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### **CONSTRUCTION DAMAGE AND UTILITY LINES**

Repairs to any damage to streets and curbs, drainage inlets, sidewalks, irrigation systems, street lights, street markers, mailboxes, walls, etc., will be the responsibility of the contractor that caused the damage. Repairs must be complete within the timeframe defined in the notification letter and to SOA standards. Should this not occur, SOA will complete the repairs and such costs will be billed to the responsible contractor.

If any utility lines are cut or damaged, it is the contractor's responsibility to report it to the appropriate utility company as soon as it occurs. In addition, ARB staff must be notified of the incident immediately.

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### **CONSTRUCTION SPILLAGE**

Should any spill occur, the contractor is responsible for the clean-up of all affected areas immediately, including the street and other affected areas. Should this not be feasible, the owner or contractor must contact ARB Staff and advise of the details and approximate time for clean up. Failure to do so will result in a fine and possibly costs incurred for SOA to clean-up.

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### **PERSONNEL/PERSONAL CONDUCT**

Only authorized workers are allowed on the property. All workers are required to exit the property upon completion of their work. All workers will be required to wear clothing compatible with their specific job requirements. Proper personal conduct is expected at all times when on property. No loud music or language is allowed. Any sound, other than that of customary construction activity will be considered a nuisance and is prohibited. No alcohol, firearms, illegal drugs, pets or non-employed individuals, including children, are permitted.

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### **FINES**

Violation of any of the ARB Guidelines will result in a fine being issued. Refer to the ARB Guidelines for details regarding the fine schedule.

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