



# **Owner/Contractor Recommendations**

**October 2025**

Tidelands Condominium Association has established these owner requirement reminders to assist unit owners' contractors performing work within Tidelands. If any work is to be performed in common elements, the Condo Association Manager (CAM) will assist with recommending work areas and make a reasonable effort to electrical and/or water accessibility if needed. Tidelands Condominium Association fully supports and respects our owners' efforts to improve their units, our community, and lifestyle.

### **OWNER'S RESPONSIBILITIES:**

- 1. Unit owner is required to hire licensed and insured contractors (when required)**
- 2. Unit owner is required to contact the CAM if any work is to be performed in the common element**
- 3. Unit owner is responsible for any and all damage, additional cleanup charges or any other additional costs resulting from their contractors work on the common elements.**
- 4. All waste and construction debris will be disposed of by the unit owner or his or her contractor outside of Tidelands Community**
- 5. Unit owner is responsible for securing and posting building permits (when required)**

### **RECOMMENDATIONS FOR OWNERS:**

#### **Selecting Contractors**

- Contractors must be licensed and insured within the State or Florida **Prior to start of work** (see **General Reference on Page 4 and refer to the Tidelands Declaration as to when a Licensed & Insured Contractor is required**)
- Unit owners are responsible to complete "Unit Alteration" request form if needed
- Unit owner should share "Owner/Contractor Recommendations" with contractor prior to work being performed
- Unit owners must contact the CAM if any portion of the work performed cannot be performed within the unit and common element use is required
- Ensure contractor filed for any required permit(s) with the City of Palm Coast and have copy on hand
- Encourage contractors to make pre-cuts of material prior to arrival only if possible

- Unit owners may be responsible for any damage, additional cleanup, or other costs resulting from their contractors work in common elements
- Inform other building owners when work will start and end
- Post Building Permits if required to do so

### **RECOMMENDATIONS FOR CONTRACTOR:**

#### **If work can be performed in unit**

- Work is scheduled to be performed between 7am and 5pm
- Park in a designated parking area
- Do not leave any work supplies, tools, or packaging debris in roadways, parking areas, sidewalks or any entrance to buildings. Small work boxes left in common space outside an owner's unit must ensure a 36" pathway and must be removed each day.
- Properly dispose of any packaging material as stated by the manufacturer
- Properly crush and flatten any boxes and discard appropriately in dumpster
- Any large disposable items or construction debris must be taken off property and cannot be left outside of dumpsters
- If HOT WORK is required, ensure the proper precautions are taken to mitigate the risk of fire and fire extinguishers are on site prior to starting any work

#### **If work can NOT be performed in unit (Reasonable Accommodation Area)**

- Tidelands CAM or a staff member will provide a work area within the common element area and as close to the Unit as safely possible
- Use of safety cones/markers must be used to designate an active work area
- Use of trip hazard protection must be used of any electrical cords, water hoses, etc. cross any pedestrian walkway
- All electrical equipment MUST be unplugged and left in a safe manner when unattended
- All work done must be completed within this work area
- Use of tarps or drop cloths for ground cover may be require when cutting certain materials, such as but not limited to metals, glass, tile, marble, etc.
- The work area used must be cleaned of all work-related tools, equipment, and debris prior to leaving the property

#### **REASONABLE ACCOMODATIONS for Work Performed in Common Elements:**

- Every effort will be made to provide a reasonable accommodation to support unit owners and contractors

- No supplies, equipment, tools, or debris can be left in any “common element” after hours, however; if needed, an alternate location may be approved by the CAM
- Use of building electricity and water will be made available with approval from the CAM or a staff member

### **CAM/STAFF RESPONSABILITIES:**

- When needed, conduct an after-work area inspection to ensure proper clean-up
- Answer any questions related to Tidelands Rules or Building questions
- Will respond to any Unit owner’s concern

### **GENERAL REFERENCE:**

*In Florida, a licensed and insured contractor is required for certain condo repairs, specifically those involving structural work, electrical, plumbing, or HVAC systems. Minor repairs like painting, hanging pictures, or minor plumbing/electrical repair may not require a licensed contractor.*

*When a licensed contractor is needed:*

- *Structural work:*

*Any construction that alters the building's structure, like additions, major renovations, or roofing repairs, needs a licensed contractor.*

- *Electrical work:*

*Repairs or replacements of electrical wiring, panels, and/or some fixtures generally require a licensed electrician.*

- *Plumbing work:*

*Major plumbing repairs, installations, or replacements of pipes, or water heaters necessitate a licensed plumber.*

- *HVAC work:*

*Repair or replacement of air conditioning systems, furnaces, or ductwork requires a licensed HVAC contractor.*

- *Work requiring permits:*

*Any work that requires a building permit needs to be done by a licensed and insured contractor.*

*When a licensed contractor is not needed:*

- *Minor repairs:*

*Minor repairs like painting, hanging pictures, replacing a faucet, or fixing a leaky toilet can often be done by a homeowner or a handyman.*

- *Some handyman services:*

Handymen can perform tasks like minor carpentry, door repairs, tile installation, and window repair, as long as they don't involve structural changes.

- *Specific exemptions:*

There might be specific exemptions or de minimis rules for very minor repairs, but it's always best to check with the condo association and local building codes.

*Important Considerations:*

- *Condo association rules:*

Condo associations often have their own rules and regulations regarding renovations and repairs, so it's crucial to review these before starting any work.

### **City of Palm Coast Building Permit Requirements**

When a permit is generally not required

- ***Cosmetic updates:*** Painting, papering, or other non-structural interior finishing.
- ***Surface flooring:*** Replacing tile, carpet, laminate, or hardwood, provided there are no structural changes.

Before starting any project, it is recommended to contact the City of Palm Coast Building Department (386) 986-3780 or a similar local authority to verify permit requirements.