

**Surfside Palms Condo Association
Hurricane Preparedness Guide
Hurricane Season: June 1 – November 30**

Stay updated on hurricane season activity by monitoring alerts and forecasts from the **National Hurricane Center (NOAA)**:

🔗 <https://www.nhc.noaa.gov/?atl>

Local Preparedness Resources

We encourage you to review the following official guides for additional preparedness information:

🔗 [Town of Surfside Hurricane Information](#)

🔗 [Miami-Dade County Hurricane Guide](#)

You also can stay connected with your local neighborhood with

🔗 <https://nextdoor.com/find-neighborhood/>

Condominium Hurricane:

Please refer to **Item 22, Exhibit “F”** of the Surfside Palms Rules and Regulations for complete hurricane-related procedures and responsibilities. The regulations can be found on <https://surfsidepalmscondo.com/rules-and-regulations>

Responsibilities of Absentee Owners & Lessees (May 1 – November 30)

If you will be away during hurricane season:

- You are required to **designate a responsible individual or company** to oversee your unit.
- The designated party must be **formally registered with Property Management**.

Shutter Installation & Removal

- Hurricane shutters must be installed **once a hurricane watch or warning** has been issued.
- Shutters should be **removed after the threat has passed and no additional storms are forecast**.
- **Unit owners and/or residents are responsible for both the installation and removal of their shutters at their own expense.**
- A **shutter layout diagram** is provided at the end of this guide for your convenience. A professional shutter company will be able to understand and follow the diagram with ease.
- Please ensure you have the necessary wing nuts and hardware available for proper installation. These items can be purchased easily at the local hardware stores.
- **Tenants:** You must coordinate with the homeowner or their authorized representative for the installation and removal.
- **Homeowners:** A licensed and insured professional company must be hired for the installation and removal of shutters. The company must also be registered with the Association.

***Note** that in the event that a hurricane watch or warning is issued by the authorities, the **elevators in both towers (south and north) will be shut down with advance notice to all residents**. It is important to act quickly once a watch or warning has been announced.

Resident Responsibilities

All residents are expected to take the following actions to maintain safety and minimize damage:

- **Secure or remove all outdoor items** from balconies, patios, and terraces to prevent them from becoming windborne hazards.
- **Clear your parking space** of any non-vehicle items to allow emergency access and avoid potential property damage.

Building Compliance & Shutter Specifications Wind Mitigation and Building Rating

- Surfside Palms is rated **Class A (Hurricane Impact)** under the most recent Wind Mitigation Report.
- The building complies with Florida Building Code standards: **TAS 201, 202, and 203.**

Shutter Storage – Floors 1 (plaza), 2, and 3 of south and north tower units

- Shutters are stored in the **garage-level storage area, in a space designated for shutters only, located between the Association office and the pool equipment room.** The doors will be left open for easy access.
- Residents wishing to inspect or access their shutters must provide **48 hours' notice** to Property Management.

Upper Floors - Floors 4 and 5

- Per Florida Building Code, **shutters are not required** for units located on these floors.

Accordion Shutters

- Units equipped with accordion shutters must ensure they are in **proper working condition and securely fastened** to prevent water intrusion, especially on lower floors.

Association Preparedness Measures

- The Association has proactively completed the following hurricane preparation tasks:
- Trimmed all palm trees
- Removed hazardous or unstable trees
- Cleared all loose debris from common areas
- Cleaned and sealed all drainage systems to ensure effective water flow during heavy rainfall

Final Reminder

Hurricane preparedness is a collective responsibility. By taking proactive steps, each resident contributes to the safety and protection of our entire community.

Miami Powerhouse Management

1000 5th Street, Miami Beach, Florida Suite 218 33139

Phone: [305-602-0244](tel:305-602-0244) Email: Help@MiamiPHM.com

Hours

Monday - Friday: 9am - 5pm



Condo Declaration - Rules and Regulations article 22

Hurricane Preparations:

22. **HURRICANE PREPARATIONS:** Each Unit Owner or lessee who plans to be absent from the Condominium during any portion of the period between May 1 and November 30 of each calendar year must prepare the Unit prior to departure by designating a responsible firm or individual to care for the Unit during the Unit Owner's or lessee's absence in the event that the Unit should suffer hurricane damage. The designated firm or individual shall be registered with the Board of Directors and such designated firm or individual shall contact the Board of Directors for permission to install or to remove hurricane shutters. If permission is given by the Board of Directors for the installation of storm shutters, then the approval shall be conditioned upon the Board of Directors also approving the quality of the storm shutters and the aesthetic appearance of the storm shutters. Storm shutters shall only be installed during hurricane "watch" and hurricane "warning" situations. Failure of a Unit Owner to prepare a Unit for a storm in accordance with this provision may result in the assessment of a fine against such Unit Owner to offset the cost of any damage or liability incurred by the Association as a result thereof.

INSTALLATION INSTRUCTIONS FOR YOUR
NEW
HURRICANE SHUTTER PANEL SYSTEM

First step is to familiarize yourself with the numbers assigned to the windows in your house as shown on the footprint on the reverse side of this Chart. Each panel is marked with a corresponding number which matches your windows. Tracks (headers and sills) that are removable are also coded to that corresponding window number. Place all the panels in front of the appropriate openings. You are now ready to begin your installation.

PANEL APPLICATION - DIRECT MOUNT

In direct mount application, back out the bolts from the wall and begin installing your panels from left to right, one at a time. Place keyhole washers over the bolts and tighten as you go.

PANEL APPLICATION - TRACK SYSTEM

Begin your installation by sliding the appropriate number of bolts into the tracks, as indicated on the above Storm Panel Schedule Chart. Your bolts will either be 12 inches apart or 6 inches apart, depending on the length of the panel. If the panel is longer than 104", the bolts will be 6 inches apart; if the panel is 104" or less, the bolts will be 12 inches apart. If the panel is longer than 104", you will be required to install an additional bolt at the middle of the panel in the hole provided. Align the bolts so that, when spaced properly, there is the same distance from edge of opening to the first bolt on each side. Starting from left to right, install the panels through the bolts, securing them with the washer wingnuts provided. If your installation was done using an "H" header or a "U" header on top, your panels will slide into the header, and then over the bolts, as indicated above.

CORNER PANEL/J-PANEL INSTALLATION

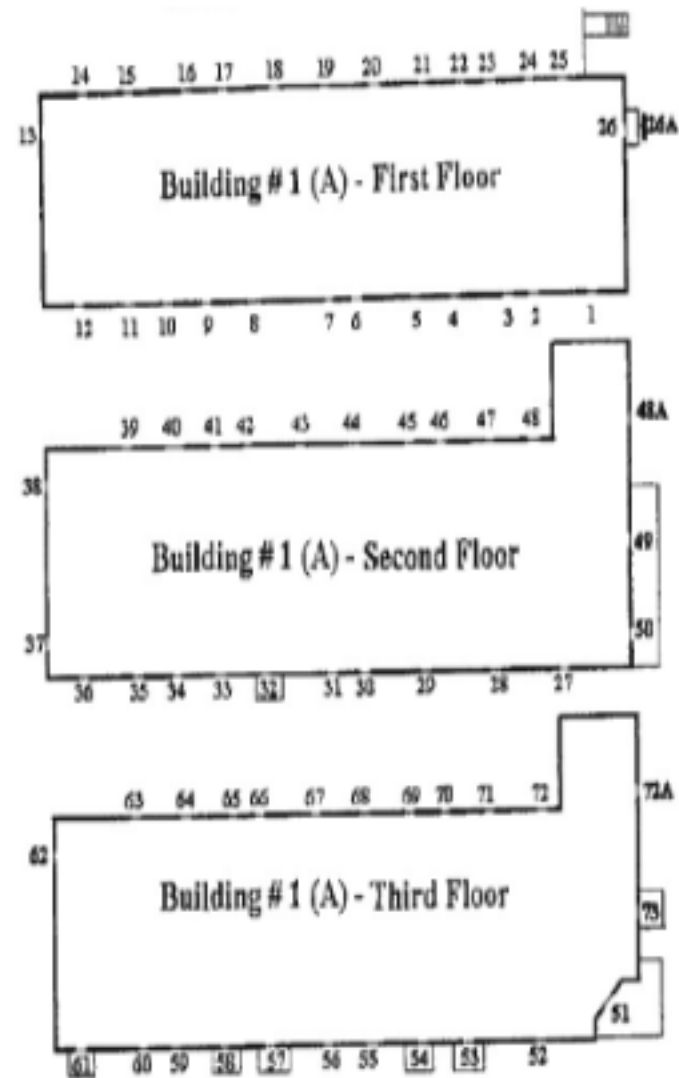
If your Storm Panel Schedule indicates a "Corner Panel" as one of the panels for an opening, this "Corner Panel" should be installed prior to installing the other panels for that opening, placing the tip of the panel over the "Corner Panel" edge, and then tightening the bolts. If your Storm Panel Schedule indicates a "J Panel" as one of the panels for an opening, this "J Panel" will be either the first or the last panel installed on that opening, depending on which side of the opening has extra anchors installed for securing the "J Panel."



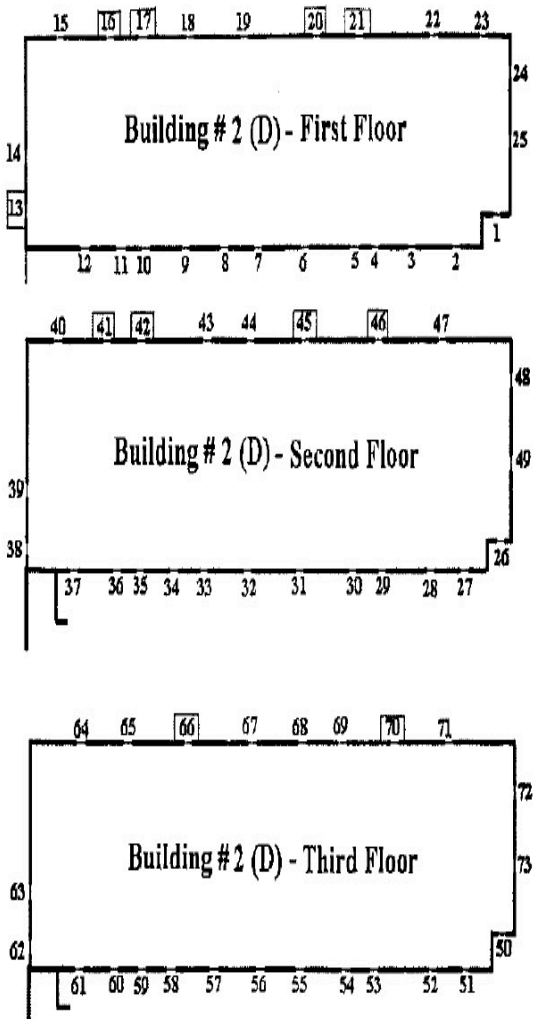
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Building 1 (1st, 2nd and 3rd floors)



Building 2 (1st, 2nd and 3rd floors)



Gambach Sklar Architects
Surfside Palm Apartments - Building 1 (A)

STORM PANEL SCHEDULE CHART

OPENING NUMBER	# OF PANELS	PANEL LENGTH	HARD WARE	OPENING NUMBER	# OF PANELS	PANEL LENGTH	HARD WARE
1	6 ½	100"	16	38	5	98"	12
2	2 ½	56"	8	39	-	-	-
3	2	55"	6	40	2 ½	34"	8
4	6	100"	14	41	2 ½	34"	8
5	6	99 ½"	14	42	4 ½	46"	12
6	4	57"	10	43	-	-	-
7	4 ½	57"	12	44	2 ½	34"	8
8	6 ½	97 ½"	16	45	2 ½	34"	8
9	6 ½	100"	16	46	2 ½	34"	8
10	2 ½	57"	8	47	4 ½	46"	12
11	2 ½	57"	8	48	-	-	-
12	6 ½	100"	16	48A	4 ½	57"	12
13	5	99"	12	49	6 ½	98 ½"	16
14	-	-	-	50	6 ½	98 ½"	16
15	2 ½	34"	8	51	5	100"	12
16	2 ½	34"	8	52	4 ½	57"	12
17	2 ½	34"	8	53	6 ½	100"	16
18	-	-	-	54	6 ½	100"	16
19	4 ½	46"	12	55	2 ½	57"	8
20	4 ½	46"	12	56	2 ½	57"	8
21	-	-	-	57	6 ½	100"	16
22	2 ½	34"	8	58	6 ½	99 ½"	16
23	2 ½	34"	8	59	2 ½	57"	8
24	2 ½	34"	8	60	2 ½	57"	8
25	-	-	-	61	6 ½	99 ½"	16
26	5 ½	55"	14	62	5	100"	12
26A	5	100"	12	63	-	-	-
27	4 ½	55"	12	64	2 ½	34"	8
28	4 ½	55"	12	65	2 ½	34"	8
29	4 ½	55"	12	66	4 ½	46"	12
30	2 ½	55"	12	67	-	-	-
31	2 ½	55"	12	68	2 ½	34"	8
32	6 ½	98"	16	69	2 ½	34"	8
33	4 ½	55"	12	70	2 ½	34"	8
34	2 ½	55"	8	71	4 ½	46"	12
35	2 ½	55"	8	72	-	-	-
36	4 ½	55"	12	72A	4 ½	57"	12
37	6	100"	14	73	6 ½	100"	16

J = J Panel

C = Corner Panel

Hardware = The number of wingnuts & bolts required for each opening.

The Ultimate in Hurricane Protection

Specializing in: New Construction • Highrises • Commercial • Panels • Accordions • Roll-Up

Gambach Sklar Architects
Surfside Palm Apartments - Building 2 (D)

STORM PANEL SCHEDULE CHART

OPENING NUMBER	# OF PANELS	PANEL LENGTH	HARD WARE	OPENING NUMBER	# OF PANELS	PANEL LENGTH	HARD WARE
1	-	-	-	38	5	99 ½"	12
2	4 ½	46"	12	39	2 ½	33"	8
3	-	-	-	40	4 ½	55"	12
4	2 ½	34"	8	41	6 ½	97 ½"	16
5	2 ½	34"	8	42	6 ½	98"	16
6	-	-	-	43	4 ½	55"	12
7	4 ½	46"	12	44	4 ½	55"	12
8	4 ½	46"	12	45	6 ½	98"	16
9	-	-	-	46	6 ½	98"	16
10	2 ½	34"	8	47	4 ½	55"	12
11	2 ½	34"	8	48	2 ½	33"	8
12	-	-	-	49	-	-	-
13	5	98"	12	50	-	-	-
14	2 ½	33"	8	51	4 ½	46"	12
15	4 ½	57"	12	52	-	-	-
16	6 ½	98"	16	53	2 ½	34"	8
17	6 ½	98 ½"	16	54	2 ½	34"	8
18	4 ½	57"	12	55	-	-	-
19	4 ½	57"	12	56	4 ½	46"	12
20	6 ½	98"	16	57	4 ½	46"	12
21	6 ½	98"	16	58	-	-	-
22	4 ½	57"	12	59	2 ½	34"	8
23	2 ½	33"	8	60	2 ½	34"	8
24	-	-	-	61	-	-	-
25	-	-	-	62	5 ½	99 ½"	14
26	-	-	-	63	2 ½	33"	8
27	4 ½	46"	12	64	4 ½	57"	12
28	-	-	-	65	6 ½	97 ½"	16
29	2 ½	34"	8	66	6 ½	98"	16
30	2 ½	34"	8	67	4 ½	57"	12
31	-	-	-	68	4 ½	57"	12
32	4 ½	46"	12	69	6 ½	97 ½"	16
33	4 ½	46"	12	70	6 ½	98"	16
34	-	-	-	71	4 ½	57"	12
35	2 ½	34"	8	72	2 ½	33"	8
36	2 ½	34"	8	73	-	-	-
37	-	-	-				

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