



Village of Doral Woods

A Homeowners Association in Doral, Florida

RULES/REGULATIONS & RESTRICTIONS

This document contains highlights of some of the covenants on the “DECLARATION” section of The Village of Doral Woods “Document Book”. For a complete list, see Article II of the DECLARATION.

It is the Association’s right and responsibility to promulgate and adopt Rules and Regulations governing the use of Common Open Spaces for the enjoyment of **ALL** members. It is the responsibility of each member to comply. The Association may enforce these Rules and Regulations in accordance with the “Document Book” and in conjunction with applicable Florida Statutes and Doral City Ordinances.

From time to time, these Rules and Regulations may be revised at the Board’s option.

June 2010

UPDATED: January 2017

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INTRODUCTION

Welcome to the Village of Doral Woods. As a resident you should have the following documents in your file.

1. **The Village of Doral Woods Document Book** is a document that contains legal description of the community and its Articles of Incorporation. As a planned community, there are deed restrictions that have to be followed in accordance with local, state, and/or Federal regulations.
2. **Homeowners/resident shall comply with the City of Doral Code Compliance. For additional information, visit**

https://www.municode.com/library/fl/doral/codes/code_of_ordinances

3. **Homeowners Information Guide.** This booklet highlights some covenants of the Declaration of the Document Book, above. It also contains the existing rules and regulations that the board has adopted over the years to support said covenants. For most current up-dated version, visit our website: <http://doralwoodshoa.com/>
4. **DORAL PARK COUNTRY CLUB - Membership** to the country club is mandatory. Payment of membership fee is made directly to the club.

NOTE: Sections related to social membership at the Doral Park Country Club Association have been restated and amended on November 23, 2016. The recorded documents (Articles of Incorporation, Covenants, By Laws, and Rules & Regulations) may be requested directly from the Club - Tel. No. (305) 591-8800.

SERVICES

PROPERTY MANAGEMENT

Doral Woods is managed by a property management company. A property manager is assigned to specifically assist homeowners with any administrative questions or maintenance issues.

They are responsible for the implementation of the rules and regulations as promulgated by the board. They are also responsible for overseeing compliance of established rules and regulations.

SECURITY IS EVERYONE'S RESPONSIBILITY

The main entrance is manned 24/7 by a professional security company. The officer on duty cannot leave the guardhouse. They control the entrance, monitor the surveillance cameras and receive neighbor's reports of any incident. The officer-on-duty may call the police depending on the severity of the incident. As a member of the community, please report any disturbance or vandalism in our neighborhood. Remember: any expense resulting from these acts towards the common areas is an added expense that we all must bear. For any suspicious activity, call **(305) 4POLICE - (305) 476-5423**.

TRASH REMOVAL

Garbage and recycling bins must be placed by the street at 7:00 a.m. on collection day and removed the same evening. According to the Miami-Dade Garbage Collection Guidelines wastes must "***fit inside the cart and the lid closes completely***" to allow for automated pick up.

All construction debris must be removed and disposed by your contractor or worker in the designated County dumpsite.

LANDSCAPING

Tree trimming is done every year throughout the community in accordance with ISO and DERM standards. Visibility at street curbs and intersections shall be maintained at all times to comply with the **Department of Public Works** requirements,

Maintenance of the common areas and grassed area within a lot (outside walled and fenced areas) of each unit is performed every other Friday of the month. The service includes mowing and edging of the grassed areas. Irrigation and fertilization are unit owner's responsibility.

However, in accordance with **Article II, PROPERTY RIGHTS**, of the Declaration, this service shall "***cease if said grassed area is improved by the planting of shrubbery or ground cover***". Therefore, the unit owner is expected to maintain it accordingly.

If you have a private gardener, please schedule their work on the day that the Association landscaping company is not working.

Request for tree replacement on your property at your expense will require Board's approval. The type/kind of replacement tree must be as approved by the Board.

CABLE TELEVISION

Basic cable is provided by COMCAST. You may contact the provider for additional programming for which you will be billed by them directly.

MAIL AND MAILBOXES

Mail is delivered by the U.S. Post Office. Our zip code is 33178-1930.

The townhome units have two groups of mailboxes. The manor homes have individual mailboxes. If you own a manor home, it is your responsibility to maintain your mailbox in accordance with the Postal Services' requirements.

ELECTRICITY

Electricity is supplied by Florida Power and Light Company.

WATER AND SEWER

Water is supplied by Miami-Dade Water and Sewer Authority.

TELEPHONE AND INTERNET SERVICES

Service provider of your choice.

NOTE:

ALL UTILITY SERVICES FOR INDIVIDUAL UNITS ARE EACH HOMEOWNER'S RESPONSIBILITY.

POLICIES, RULES/REGULATIONS & RESTRICTIONS

ASSESSMENTS AND COLLECTION

1. Assessments are based on projected operations expenses for the year. For TH, additional fees are added to cover reserves for roof replacement and repairs/maintenance and exterior painting.
2. Acceptable methods of payments. Contact the management company for detailed instructions.
 - By check made payable to **Village Doral Woods Association** attached to the monthly coupon sent directly to the designated P.O. Box.
 - By ACH debit
 - By on line bill pay
3. Collections
 - Maintenance fees are due on the 1st of each month. If payment is not received by the tenth (10th) of the month a \$25.00 late charge is to be added to the account.
 - Delinquent account over 45 days will be turned over to attorney for collection who will monitor and take actions including filing a lien on the property, if necessary. Applicable attorney's fees shall be assessed to delinquent accounts.

DORAL WOODS SECURITY (Adopted amendment on 1/22/2015)

For your convenience, the residents' lane is equipped with a transmitter for automated access. Residents are encouraged to use the residents' lane; otherwise, the officer-on-duty shall request driver's license (only acceptable ID) and record ALL (resident or not) who comes in through the "Visitor's" lane. You may authorize relatives or friends to visit your property without being notified by the security officer-on-duty. The GUEST(S) PRE-AUTHORIZATION REQUEST form (Exhibit 1.b) must be completed and signed. It is your responsibility to keep this authorization up-to-date. **NO verbal (by phone) pre-authorization** of guest(s) staying more than 24 hours for multiple entry shall be accepted.

Gate access transmitter may be purchased at the management company's office after completion of applicable information form, GUEST(S) PRE-AUTHORIZATION REQUEST form (Exhibit 1.b) to register all car(s)/driver(s). All vehicles using transmitters under a HO's name/address must be registered. A transmitter assigned to a resident (homeowner or tenant) is **NOT TRANSFERABLE**. Therefore a change of ownership or renter will trigger a de-activation of all transmitters under their name.

If an owner rents his property then owner's transponder is deactivated and tenant transponder is activated, but the owner can access the community at all times through the visitor's lane with proper identification.

Upon determination that security has been breached because a transmitter has been used by a non-registered vehicle, the assigned transmitter(s) may be de-activated.

ARCHITECTURAL MODIFICATION (See Guidelines - APPENDIX A)

Board approval is required prior to commencing any changes or modifications to be made on the exterior of your property. Approval is subject to architectural control guidelines and permit may be required to ensure Doral City code compliance. Please allow at least 30 days to get your request processed and approved.

SANITARY SEWER LINES (See County Procedures - APPENDIX C)

Each individual unit owner is responsible for sewer lines up to the point where it connects with the Miami-Dade county sanitary sewer line. See Appendix C that outlines the procedures in requesting sewer clean out service from the county.

USE OF COMMON RECREATION AREAS

1. CHILDREN'S PLAYGROUND - This area is monitored by surveillance camera 24/7.
2. SWIMMING POOL - This area is monitored by surveillance camera 24/7.
Observe the pool rules at all times. **See Appendix B.**
Use of the community swimming pool is for RESIDENTS ONLY. Non-resident guests are limited to four (4) people and must be accompanied by resident (homeowner/tenant). NO POOL PARTIES ALLOWED. Your guests may be requested to leave.

No dogs allowed in the pool area or playground.

GARAGE SALES

Garage sales are **not allowed** in the Village of Doral Woods.

PARKING

1. In view of the community's limited guest parking, please be considerate and park on your driveway or garage
2. Parking on the grass or the street is not allowed
3. **ALL** overnight parking on common parking areas requires a GUEST ENTRY PASS (YELLOW PASS) to be issued by SECURITY at the request of the resident. It must be displayed on the vehicle's dashboard at all times while in the property. Otherwise, a violation notice shall be issued.
4. Illegally parked vehicles shall be towed at owner's expense.

SPEED LIMIT

1. 18 MILES PER HOUR speed limit must be observed
2. Be aware of the children at play

RENTAL PROPERTY

1. Contact the property manager before renting out your unit for additional requirements.
2. Term of Leases shall not be less than 12 months. Doral Woods does not allow short-term rentals.
3. Submit to the Management Company, a duly executed Lease Agreement and the applicable Lease Rider.
4. Submit to the management company a duly completed applicable Owner/Tenant Information Form (Exhibit I or I. a). This form serves as an authorization for security officer-on-duty to allow entry by a prospective owner/tenant.
5. Notify the management company of moving dates (Move OUT/IN).
6. Provide your tenant with the Information Guide to make them aware that they are subject to the rules and regulations in effect. Any violation by the tenant is the unit owner's responsibility.

Signage: "FOR SALE" OR "FOR RENT" OR "OPEN HOUSE"

If the property is for sale or for rent, please comply with the following signage requirements:

1. A small discreet "For Sale" or "For Rent" sign (5" x 7") similar to the Coral Gables sign is allowed.
2. No "For Sale" or "For Rent" signs shall be displayed on windows or garage doors.
3. "Open House" is allowed any day from **1:00 - 4:30 p.m.** Homeowner must complete the Guest Pre-Authorization Request form to register the real estate agent. The agent must register the "Open House" request with management company/security specifying date and time. All visitors for shall be recorded by the guard against the address.

DISTURBANCES

No loud music, instruments, radios, television or disturbing noises that annoy other neighbors will be allowed and are subject to the **City of Doral Ordinance**.

The aggrieved neighbor may call the security guard who in turn is instructed to call the resident to ask them to turn the noise down. If it persists, police may be called to intervene.

PETS - Traditional house pets may be kept by owner on his property.

- Dogs must be kept on a leash when walking in common areas
- Homeowner must clean after their dogs
- Do not allow your dog to bark incessantly that disturbs any neighbor

OTHER RESTRICTIONS

Please refer to the Document book for additional information.

Easements

No structures or obstructions may be installed on designated areas for installation and maintenance of utilities and drainage.

Temporary Structures and Use

- No structure of temporary character such as trailer, shack, garage, barn, tiki hut, canvas, pipe, or carport shall be stationed, erected or used on any lot.
- No business, service, repair or maintenance for general public is allowed to be conducted in the community.
- No unsightly objects including broken down car, toys, and sport equipment are to be left visible on the property
- Basketball hoops may not be attached to the exterior of a home. Portable hoops must be stored out of site at sundown.

Standing Cycles or Other Items

Bicycles, scooters, wagons, carriages, or shopping carts must be stored in owner's garage.

Commercial and Recreational Vehicles

No boat, trailer, camper, golf cart or other type of recreational vehicle and commercial vehicle shall be parked in residential area or guest parking. Such vehicles may be parked in the owner's garage.

Antennas and Aerials

No antenna or aerial of any type is permitted. The only exceptions are the small satellite dishes allowed by federal statutes. They must be installed in an obscure location so it is not visible from the road. An architectural control approval is required.

Additions to Unit

No unit shall be enlarged by extending its boundaries by encroaching into common areas adjacent to property lines or by extending into the air space above the roof of a unit.

“Grandfathered” structures are those that were approved prior to adopting current Association rules and Doral City ordinances. “Grandfathered” claim would apply to **repairs only**; and is subject to the following requirements.

- Submit document (s) from Association or the Miami-Dade County as evidence that the structure was legally installed.
- Submit an inspection report attesting that the structure is safe and the repairs met the requirements and specific applicable standards.

Nuisance

No noxious or offensive activity shall be carried on upon any lot, nor shall anything be done thereon which may be or may become an annoyance to the neighborhood.

REPORTING NON-COMPLIANCE

As a resident of this community, you have the right to report any malicious activities that could cause harm to or additional expense to the Association for repairs or replacements of community property.

You may report an incident or complaint in writing to the management company or depending on the urgency or severity, you may call:

- Watchman security-on-duty - (305) 594-9144.
- Doral Police Dept. (305) 4POLICE - (305) 476-5423
- City of Doral Code Compliance - (305) 593-6680

Compliance and Remedies

REMEDIES FOR VIOLATIONS - ARTICLE XVI, SECTION 3 - ENFORCEMENT

“The Association or any owner shall, in addition to other remedies, have the right to enforce, by proceeding at law or in equity, all restrictions, conditions, covenants, reservations, liens and charges now, hereafter imposed by the provisions of this Declaration. Failure by the Association or by any owner to enforce any covenant or restriction herein contained shall in no event be deemed a waiver of the right to do so thereafter.”

Any violation, mischief or vandalism committed by any member or guest of the unit owner or its tenants will be assessed to the unit owner.

COMPLIANCE AND GRIEVANCE COMMITTEE

This committee is comprised with three non-board members and the property manager. They periodically tour the community to note violations and practices that do not conform to the standards set forth herein and the Doral Woods Association Document book.

A notification of the violation(s) noted would be mailed to the homeowner. You have the right to appear to a hearing and/or comply within a certain number of days as indicated on the notification letter. If you wish to meet with the Grievance Committee for a special hearing, please call the management company for an appointment.

Failure to comply may result in a fine of \$100.0 per day, up to a maximum of \$1,000.00.

APPENDIX A ARCHITECTURAL CONTROL GUIDELINES

The board must approve any change or modifications made to the outside of your property. If you fail to do so, you will be required to correct or re-do to comply at your own expense.

In compliance with the **City of Doral Ordinance**, hours of operation shall be

- Mondays - Fridays: 8:00 - 6:00 p.m.
- Saturdays: 10:00 a.m. - 4:00 p.m.
- Sundays and national holidays: NO CONSTRUCTION shall be permitted

Submit a duly **completed** Architectural Modification Request form, **Appendix A-1**, to the Architectural Control Committee for approval. Some requests include:

- Exterior PAINTING of manor homes will be in accordance with the current color scheme (**Appendix A-2**). To ensure that you have the current information, contact the management company. If your home is currently painted with an unapproved or outdated color, do not repaint your home with the same color. YOU MUST follow the current color chart. Color shall not be the same as the adjacent neighbors' (left and right side of your home).
- ROOF Replacement for Manor Homes - **Entegra Tiles # F-NTGR-BU-Y-SL-15** made by Entegra Roof Tile Corp. is the only approved tiles by the Board of Directors to be used in our community.
- Garage door replacement
- Driveway tiles, paint/stain specifications (Appendix A-3)
- Wood fence replacement and stain specification (Appendix A-3)
- Tree-removal/replacement

The form must include the following documents:

1. A detailed plan or drawing with dimensions and specifications. Architectural rendering is not necessary but preferable.
2. Letters of approval from each adjoining home owners affected by the change.
3. Samples of color, tile, brick, stains and other materials to be used.

Please be advised that a minimum of 30 days is required for consideration of your request, providing that the form is duly completed and signed with all the necessary requirements as outlined above.

NOTE:

Garage Conversion

Due to the critical shortage of space for visitors and residents parking, the Board passed a resolution at its meeting of November 12, 2003 that no requests for garage conversion into a living space will be considered.

APPENDIX A-1

VILLAGE OF DORAL WOODS ASSOCIATION, INC.

ARCHITECTURAL MODIFICATION REQUEST FORM

Owner's Name: _____ Tel: _____

Address: _____

In order to process this application, the following must be included:
1. Sketch of proposed modifications,
2. Appropriate drawings showing both a plan view and an elevation,
3. Specifications of the proposed modifications (color, style, etc.)

Approval is hereby requested to make the following modification(s), or alteration(s) as described below (attach additional pages if needed):

Owner's Signature: _____ Date _____

FOR BOARD OF DIRECTORS USE ONLY
Date received: _____ Date approved _____

Your request has been approved subject to the following:
* You are responsible for obtaining any necessary permits from the **CITY OF DORAL**.
* You are responsible for any damage done to common elements during construction.
* All construction debris must be removed within 48 hours of completion.

Disapproved: ____ Explanation:

BOARD OF DIRECTORS (Signed) _____

APPENDIX A-2 MANOR HOMES COLOR CHART

DORAL WOODS

APPENDIX A-2

APPROVED MANOR HOMES COLORS












Color can not be the same as the adjacent neighbors (left and right side of your home)							
MAIN STUCCO SURFACE			MATCHING STUCCO BANDS AND CORNICE				BRACKETS, TRIMS AND DOORS
BENJAMIN-MOORE			OPTION 1 - Complementing colors		OPTION 2		
BEIGE							
Butter Pecan	2165-70		Brilliant White			Brilliant White	Brilliant White
Durango Dust	2165-60		Butter Pecan	2165-70		Brilliant White	Brilliant White
Pearl Harbor	2165-50		Durango Dust	2165-60		Brilliant White	Brilliant White
GREEN							
Dune Grass	492		Springview Green	491		Brilliant White	Brilliant White
Harbor Town	493		Dune Grass	492		Brilliant White	Brilliant White
YELLOW							
Crème Brullee	2022-70		Brilliant White			Brilliant White	Brilliant White
Light Yellow	2022-60		Crème Brullee	2022-70		Brilliant White	Brilliant White
Hawthorne Yellow	HC-4		Weston Flax	HC-5		Brilliant White	Brilliant White
GRAY							
Gray Sky	2131-70		Brilliant White			Brilliant White	Brilliant White
Silver Gray	2131-60		Gray Sky	2131-70		Brilliant White	Brilliant White

<http://www.benjaminmoore.com/en-us/for-your-home/>

APPENDIX A-3

DORAL WOODS

Appendix A-3

APPROVED DRIVEWAY COLORS FOR MANOR HOMES AND TOWNHOMES				
VALSPAR - LOWES, ACE			H&C [®] SHIELD PLUS ULTRA™ Acrylic Concrete Stain,	
BOMBAY	301-2		20.00125	
TERRACOTTA		 Butternut	20.00135	
		 Copper Mine		
GULL GRAY	335-B1		20.00128	
LIGHT GRAY				
SANDSTONE		 Sand Dune	20.00132	
Link for H & C http://www.hcconcrete.com/products/solid-color-stains/water-based-stain/index.jsp Link for Valspar www.valsparpaint.com				
APPROVED WOOD FENCE STAIN				
SHERWIN WILLIAMS				
COVERED BRIDGE	SW 3508			
Link to Sherwin Williams http://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/stain-colors/details/SW3508-covered-bridge/				

APPENDIX B

VILLAGE OF DORAL WOODS POOL RULES



PLEASE SHOWER BEFORE ENTERING THE SWIMMING POOL.
Por favor bañarse antes de usar la piscina.



NO FOOD OR DRINK IN THE POOL AREA. NO GLASSWARE OR BOTTLES. NO POOL PARTY.
No se permite comer ni beber en el area de la piscina. No se permiten botellas ni objetos de vidrio. No se permiten fiestas.



NO DIVING.
No se permite saltar del borde de la piscina.



NO PETS.
No se permiten mascotas en la piscina.



CHILDREN UNDER 12 MUST HAVE ADULT SUPERVISION.
Los niños menores de 12 años deben ir con un adulto.



POOL HOURS: SUNRISE TO SUNSET.
La piscina opera del amanecer al atardecer.



NO LIFEGUARD ON DUTY. SWIM AT YOUR OWN RISK.
No hay salvavidas presente. Use la piscina a su propio riesgo.
MAX. BATHER LOAD: 26 PEOPLE AT ONE TIME.
Número máximo de personas usando la piscina a la vez es 26.

Use of the community swimming pool is for RESIDENTS ONLY. Non-residents guests are limited to four (4) people and must be accompanied by resident (homeowner/tenant). NO DOGS ALLOWED IN THE POOL.

APPENDIX C

MIAMI-DADE SANITARY SERVICE CONNECTION



MIAMI-DADE WATER AND SEWER DEPARTMENT

SEWER SERVICE CALL-OUT AGREEMENT

The terms and conditions of the following agreement outline the responsibility and limitations of the Miami-Dade Water and Sewer Department in relation to a customer requested sewer service call-out for the purpose of removing a blockage in a customer's stationary sewer lateral.

The scope of a sewer service call out in relation to a sanitary sewer back up in a customer's sewer lateral will be limited to the portion of the house or building lateral from the easement of property line to the main line. If access is not available, the property owner shall provide the Miami-Dade Water and Sewer Department with an access (clean-out) at or near the property or easements line. The Miami-Dade Water and Sewer Department cannot access the customer's sanitary sewer lateral through the manhole clean out or roof vent.

I, the undersigned, also known as the account holder, do hereby authorize Miami-Dade Water and Sewer to remove a blockage in my lateral. I understand that my account will be assessed a charge of \$125 if this service is required between the hours of 8:00 a.m.-12:30 a.m., Monday through Friday, excluding county holidays, or a charge of \$175 for non-business hours, weekends and county holidays.

I agree to indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of action or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement.

My signature below confirms that I have read and understand the terms and conditions of this agreement.

Signature

EXHIBIT 1 - THE VILLAGE OF DORAL WOODS ASSOCIATION, INC.

HOMEOWNER'S INFORMATION

Homeowner's Name (Please Print)

Last		First		M.I.	
Address:					
Mailing Address:					
Telephone No.			e-Mail Address:		
Homeowner's Employer					

Transmitter #				
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Other Occupant(s)

Name	Age	Relationship

Total No. of Adults and Children living in Unit: _____

Emergency Contact Information:

Name	Relationship	Phone No.

CAR INFORMATION:

Make	Model	Year	Color	State	License #

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT:

Homeowner's Signature		Date	
------------------------------	--	-------------	--

EXHIBIT 1.a - THE VILLAGE OF DORAL WOODS ASSOCIATION, INC.

HOMEOWNER'S NAME (Please Print)

Last		First		M.I.	
Address:					
Mailing Address:					
Telephone No.			e-Mail Address:		

TENANT'S INFORMATION

Lease Effective Date: _____ **Lease Termination Date:** _____

LESSEE'S NAME (Please Print)

Last		First		M.I.	
Telephone No.			e-Mail Address:		
Lessee's Employer:					

CO-LESSEE'S NAME (Please Print)

Last		First		M.I.	
Telephone No.			e-Mail Address:		

Transmitter # in use

#	#	#	#	
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Other Occupant(s)

Name	Age	Relationship

Total No. of Adults and Children living in Unit: _____

Emergency Contact Information:

Name	Relationship	Phone No.

CAR INFORMATION:

Make	Model	Year	Color	State	License #

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT:

Lessee's Signature		Date	
Co-Lessee's Signature		Date	

EXHIBIT 1.b - THE VILLAGE OF DORAL WOODS ASSOCIATION, INC.

GUEST(S) PRE-AUTHORIZATION REQUEST

Unit No.		Effective Dt	
Address		Termination Dt	

HOMEOWNER'S NAME (Please Print)

Last		First		M.I.	
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LESSEE OR OCCUPANT (Please Print)

Last		First		M.I.	
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To: Doral Woods Security

Please allow the following guest(s) to enter the community without prior notification to the current occupant. (A valid photo ID, preferably driver's license, must be presented to the officer-on-duty to permit entry)

GUEST INFORMATION

	Name	Sex	Relationship	Phone No.
1				
2				
3				
4				

CAR INFORMATION (Match the card information to guest information)

	Make	Model	Year	Color	State	License #
1						
2						
3						
4						

I hereby authorize the above persons to enter the community without prior notification from the Doral Woods Security. Actions by these individuals are my sole responsibility.

Homeowner	Signature	Date	
------------------	------------------	-------------	--

OR

Tenant/Occupant	Signature	Date	
------------------------	------------------	-------------	--