

Rules and Regulations Woodbridge Estate Association

Chapter 718.112 (3) (a) F.S.

The bylaws of the Association may provide for the authority to adopt Rules & Regulations and may set out the procedures when adopting them.

Bylaws par. 15 Rules and Regulations:

The Board of Directors may from time to time, adopt, amend or add to rules and regulations governing the use of units, common elements, Association property, and the operation of the Association, as deemed necessary. Such rules and regulations shall not be inconsistent with the Florida Condominium Act, the Declaration of Condominium, Articles of Incorporation, or Bylaws.

Condominium living requires reasonable Rules, Regulations and Restrictions to ensure enjoyment by all residents and their guests. Therefore the rules contained herein have been assigned to various categories without conflict with our condominium declaration or supporting documents so you and your guests may become acquainted with them.

General Rules of Conduct for the Pool Area

1. No Life Guard is on duty. All persons using the pool do so at their own risk.
2. Please read the County Health Regulations, which are posted on the brick wall of the bathhouse.
2. Anyone entering the swimming pool is required to shower prior to entry, especially if they have applied sunscreen or tanning lotions.
4. The life line, ring and other life-saving equipment are for emergencies only, and should be kept in place at the side of the pool at all times.
5. Children under the age of 16 are not allowed in the pool area without adult supervision.
6. Those with bandages or diapers are not allowed in the pool. Only toilet trained children are permitted to enter the pool.
7. Absolutely no running will be permitted around the pool deck.
8. No pets are allowed inside the pool or enclosed pool area.
9. No glass or other breakable containers are allowed in the pool area.
10. Chaise lounges, chairs and tables should not be removed from the pool/patio deck. **Return re-arranged furniture to original location.**
11. Reasonable behavior is expected by those using the pool – that means no horseplay, no loud radios, no splashing or other activities that would disturb others in the pool area.
12. The pool heater will be left on at the discretion of the Pool Committee.
13. Pool gate keys are available from Board Member Joan Tatum.
14. Pool hours are Dawn to Dusk.

Security Gate Information

Residents Entering in Vehicles

- The security gate operates from 6/7 p.m. to 6 a.m.
- When the gate is closed, Woodbridge residents can enter in one of two ways:
 1. By using a remote control transmitter, similar to a garage door opener
 2. By entering a 4-digit access code into the control panel located at the Guard House
- When using the 4-digit code to open the gate, the pound key (#) must be entered, before entering the 4 numbers.
- For security reasons, any codes used by former residents are deleted, so new residents who have purchased a resale unit will be issued new code numbers.

Exiting Through The Gates

- Heavy vehicles (cars and trucks) activate the underground loops which open the gates when a vehicle pulls up to the exit stop sign. Gates will open automatically.

Walkers

- Residents who wish to walk outside the Woodbridge grounds when the gate is closed can exit using their remote transmitter.
- To re-enter, residents must use their remote transmitter or enter their personal code (# and 4 digits) in the control panel box.

Visitors Entering in Vehicles

- Visitors who arrive when the gate is closed can call their host/resident by locating the resident's name in the control panel box and pressing the call button.
- Residents can open the gate for their guests by pressing the number 9 on their cell phone. This only works if cell phone number is stored in control box. No landline access.
- If a resident does not wish to have a person enter, simply hang up the phone. The gate will not open.

In An Emergency.....

- **The Sarasota Fire Department and Paramedic Team have keys that will allow them immediate access to Woodbridge in the case of an emergency.**

Rules for Units, Common Elements and Limited Common Elements

1. In respect to purchasers, resale, or lessors of units, the owner must submit a written application to the Board of Directors, accompanied by a \$100 fee. After receipt of the application, the Board will interview the prospective buyer or lessor to acquaint them with our bylaws.
2. **KEYS** - Each unit owner must provide the designated Board member with a front door key. This key will be locked away in our office vault. This key will avoid the need for forcible entry in case of an emergency, and is also there for the owner's convenience in case of an accidental lockout. Keys to the Manor House, swimming pool and tennis courts are available, by request, from The Board.
3. All condominium units shall be and remain alike in exterior design, shape, color and appearance as other units of the same class or type.
4. Owners may not erect, construct or maintain any wire antennas, garbage receptacles, flood lights, skylights, hurricane shutters or other equipment or structure on the exterior of *any* building or on or in *any* of the common elements – *except* with the written consent of the Board of Directors.
5. Owners may not hang laundry, garments or unsightly objects from anyplace that is readily visible from outside the unit. This includes window or glass areas, balconies and lanais.
6. Limited common areas include driveway, garage, lanai, courtyard, attic and storage areas, which are limited to those unit owners to whom such use is assigned.
7. All windows, screens and doors serving a unit that are located outside the boundaries of the unit are limited common elements. Each unit owner is responsible for washing screens, windows and glass surfaces.
8. A portion of each driveway as shown on the plat plan is a limited common element. The garage shall only be used as a two vehicle garage and not converted to living space or for other uses. Any boat or trailer must be kept inside the garage at all times. Trailers and boats cannot be kept in the driveway, front yard, across the street, etc.

Rules for Units continued

9. Non enclosed Lanais are limited common areas and will be included when the exterior of the building is scheduled to be painted, if the unit owner so desires.
10. Unit owners may not install any improvements other than landscaping to the lanai or courtyard areas, unless the improvements conform to recorded restrictions and are submitted in writing, complete with diagram, to the Board of Directors for approval.
11. Each unit owner shall maintain, repair and replace everything within the confines of his/her unit which is *not* part of the common or limited common elements. Please refer to the condo docs.

Landscaping by owners

1. As per condo docs, owners are totally responsible for planting and maintaining courtyards. Owners may not plant anything or make changes to any of the common areas. Forms and details are on the website.
2. Owners may plant certain flowers or bushes in the limited common areas between sidewalks and garage walls, the space in front of garbage cans and within a few feet of the brick courtyard wall only after submitting a written request form to the committee and receiving approval.
3. No planting is to be done around the sides or back of the buildings, or along the perimeter wall. No alterations may be made in any preserve areas.
4. Yard art, statues, bird baths or feeders must be confined to courtyards.
5. Pine straw, oak leaves or natural undyed FloriMulch may be used only in areas listed in #2 above. No other mulch is permitted. Rock, gravel, or shell are never allowed outside of courtyards.
6. Cement, brick, plastic or other man-made edging are not permitted except in certain circumstances if approved by the Landscape Committee.

Other Items

1. The unit can be used for single family residential purposes only.
2. Business or trade conducted from the unit or common elements, that would generate traffic is not permitted. This includes garage, lawn, estate or similar sales.
3. If a unit owner is embarking on an extended trip, he/she should take the following actions:
 - Request that a neighbor watch over the unit
 - Inform a Board Member of departure and return dates
 - Please inform The Board if someone will be staying in your unit while you are away.
4. Owners should refrain from loud or objectionable noises coming from the unit.
5. **Garages doors must be kept closed at all times.**
There are only two exceptions:
 - When a resident is working in the garage
 - For ventilation purposes – the door can be raised two feet
6. Garbage and recycle bins are to be placed curbside, at the end of the driveway, for an early Wednesday morning pickup.
7. **Signs** - No signs are permitted on or in any part of the unit that is visible from the common elements. Signs are also excluded from any part of the common element, including the Swift Road area.
8. **Pets** - Residents are allowed one dog or one domestic household cat. The only exclusion is for those residents who had two dogs in their unit prior to August 27, 2009. All pets, when outside the unit, must be leashed, caged, or otherwise properly contained. Owners will be required to use a pooper-scooper or other means to clean up after their pets on the roadway, roadside or yards and any other common elements. Exotic animals, such as snakes, are not permitted.

9. **Parking** – Vehicles must be kept in the garages over night. Temporary parking in the driveway is permitted. The paved parking area by the tennis courts is reserved for the County to use when accessing the sewer

Other Items continued

10. **Tennis Courts** - the courts should be kept locked at all times. Contact Joan Tatum for a key. If you notice something that requires repair, please fill out a Maintenance Request Form and submit it to submission box.
11. **Vehicles** – Motorcycles, rail buggies, dune buggies, commercial vehicles, trucks, boats, trailers, campers, camper type vans, motor coaches, motor homes, “trailers” or any similar vehicles are not permitted to be parked overnight in any driveway or parking area, other than an owner’s enclosed garage.
12. **Leases** – As with sales or re-sales of a unit, the Board of Directors must first approve all leases. Leases must be for an entire unit, and for a period of no less than six months. A copy of the leases, signed by both the lessor and lessee, must be submitted to the Board, along with a written statement acknowledging that the lessee has received and read a copy of these Rules and Regulations. All the rules and regulations of Woodbridge apply to the lessee. The lessor is ultimately held responsible for the actions and conduct of the lessee (tenant).
The Board has the right to levy a fine for Non-Compliance.
13. All residents are asked to respect our **17 MPH Speed Limit** and should be alert to walkers, both during the day and at night.
14. The use of all facilities (tennis courts, swimming pool, manor house) is limited to all residents who are current on their dues assessment and their guests. Tennis court & pool keys are available upon request from Board Member Joan Tatum.
15. In keeping with both Sarasota County Fire regulations, and National Fire Protection Association (NFPA), rules for use of grills at Woodbridge are as follows:
Per NFPA, in multi-family dwellings, in buildings frequented by the public, storage of propane in building is limited to cylinders with a propane capacity of 1 pound.
Per Sarasota County Fire Regulations, hibachi grills and similar devices should not be used or kindled under any overhanging portion or within 10ft of any structure. Electric portable tabletop grills not to exceed 200sq inches or other similar apparatus shall be permitted.