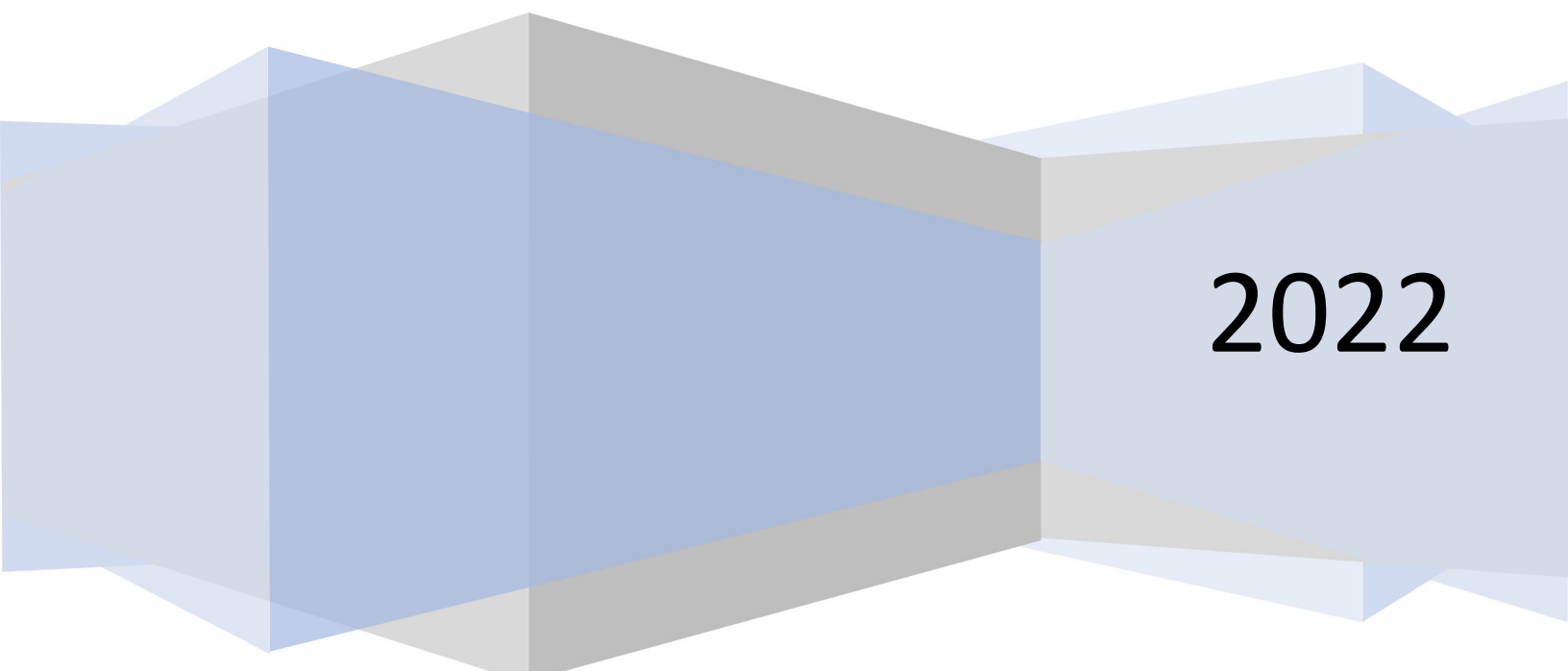


PRADERA HOA

**PRADERA
RULES & REGULATIONS**



2022

A Guide to Pradera Rules & Regulations

Welcome to Pradera Homeowners Association, Inc

The rules and policies are an important part of maintaining our beautiful neighborhood and ensuring harmonious living in an HOA. This guide is developed by the Pradera Board of Directors to clarify the homeowners' responsibilities and the Association's responsibilities

What does the Association do? What are the responsibilities of the Board of Directors?

The Association is a non-profit corporation whose purpose is to ensure we all follow the documents of the association.

The Board of Directors* is tasked by our documents with a number of responsibilities including:

- setting the monthly maintenance assessments and holding and spending those funds
- making rules for the use of the common areas
- proposing fines when owners do not follow the Documents or Rules & Regulations
- setting and enforcing architectural control criteria for the lots
- having all the powers of a corporation in Florida
- sending notices to owners – notices are deemed as properly sent when sent to the last known address of the person who appears as an Owner on the records of the Association.

Source: Declaration of Covenants, Restrictions, and Easements (DECS) for Pradera VIII 8.2; Articles of Incorporation, Articles II, III; By-Laws Article VI; Florida Statute 720

*Our documents specify a Board of Directors of seven (7), serving terms of 2 years, four (4) are elected odd years, three (3) are elected in even years. A majority (4) is a quorum. Board fills vacancies and selects officers.

Source: Articles of Incorporation, By-Laws

Welcome to our meetings!

The Association must also hold regular meetings open to the homeowners. Generally, these are held once a month on a Wednesday evening and notice is made by signs at both entrances to Pradera.

We also post **notices on our association website: www.praderahoa.org**

What are homeowner responsibilities?

Homeowners are responsible for reading the documents and following the policies, rules, provisions, by-laws, articles, covenants, restrictions, and easements spelled out in the documents. These documents are a binding contract to which owners agree when they purchase a home in Pradera. This guide is designed to help by summarizing some of the more important rules and regulations. However, it is not an exhaustive list of homeowner responsibilities. Do read the documents.

The Association has the right to enforce the documents at any time. "Failure by the Association or by any lot owner to enforce any covenant or restriction herein contained shall in no event be deemed a waiver of the right to do so thereafter."

Source: DECS for Pradera, X. 3.

Thank You!

Thank you for your time and attention to these community rules, and thank you for your efforts in maintaining our beautiful neighborhood.

Air Conditioning:

- Window or wall air conditioning units are not permitted.
Source: Architectural Review Criteria (ARC paragraph 15).

Common Areas

- Common Area refers to all parts of Pradera that are NOT the individual lots.
- This property is for the common use and enjoyment of the members (owners) of the Association. The common areas are operated and maintained by the Association and the Association sets the rules for the use of the common areas.
- Lakes/waterways: “no docks, bulkheads, moorings, piling, boat houses or boat shelters of any kind or any construction shall be erected on or over waterways of or lakes within Pradera.” Source: DECS II 6; III 1; IV 2; IX 9

Deliveries of larger items and moving trucks

- Due to the tight turning radius on many Pradera roads, all delivery, moving, and transport trucks are limited to 3 axles.
- No 18-wheeler trucks allowed on property.
- All homeowners should inquire when scheduling deliveries of building materials, furniture, or a move, etc. as many companies can send a smaller vehicle when there are size restrictions.

Extermination

- Interior pest control is the responsibility of each owner.
- Pest control of front yards (foliage, red ants, chinch bugs) and common areas (including foliage, red ants, chinch bugs, rats) is provided by the Association.
- Termite control and carpenter ant treatment is the homeowner’s responsibility.

Fines for violations of rules

- The community is inspected at regular intervals for violations of rules.
- These include failure to properly maintain a clean and orderly home, as well as improper storage of trash and recycling containers, speeding, parking in unauthorized areas as well as the other rules and regulations outlined in this document.
- The Association has the right to impose fines of up to \$100 per day to a maximum of \$1,000 for each violation that is not corrected in a timely manner.
- Please be respectful of our community and our neighbors.

Grievance Committee

- Owners have the right to meet with the Grievance Committee if they are not satisfied with fines set by the board for repeated violation of rules and regulations. Contact the property manager for more information.

Hurricane Shutters

- Installation of any shutter(s) must be approved by the Association.
- Aluminum, plywood, or approved hurricane fabric shutters may only be used (where publicly visible) during hurricane watches, warnings, or storms, and should be removed within 7 days of a storm passing.

Irrigation

- Sprinkler heads and pipes behind the privacy walls are the responsibility of the homeowner. Source: amended DECS VII 1
- The Association will replace broken sprinkler heads outside the privacy walls. If owners cause a break of heads or pipes/lines during moving plants or by driving on heads, owners are responsible for replacements. Email the Property Management Company to request replacements at info@hawkeyefla.com
- The City and County have water restrictions. Please read and follow their rules listed on the City of Boca Raton website.

Landscaping (lawns, trees)

- “All lawns will be maintained in a neat and well-kept condition by the owners.” Source: DECS IX 8
- “The Association will maintain the front lawn of each lot from the boundary of the adjacent street to the front wall and gate entrance of each residence.” Source: amended DECS VII 1
- Maintenance includes only front yard grass cutting, bush trimming for bushes under 7’ tall, and fertilization. All plants in poor condition must be replaced by the homeowner.
- The removal/replacement of any tree must be approved by the Board of Directors by application to the HOA/Property Management Company (see section on applying to make changes above and see also our list of recommended/allowed trees and shrubs).

Leasing/renting units

- An owner may lease their unit **FOR A MINIMUM TERM OF TWELVE MONTHS**. Only one tenant is allowed within a twelve-month period.
 - There are **NO SHORT -TERM RENTALS** permitted in Pradera, including, but not limited to, Air B&B, Verbo, etc.
 - A copy of the lease must be sent to the management company, clearly showing the lease term and the tenant and owner information.
 - Contact information for the tenant (email and telephone) as well as the owner must be provided as well so that appropriate notifications can be sent to appropriate parties.
 - Homeowners are responsible for their renter’s actions and ensuring that they know and follow the rules and documents.
- Source: amended DECS IX, IX 13

Maintenance/appearance

- All exterior surfaces of residential units, including walls, roofs, and windows, shall be maintained by the owners in a neat, clean, and well-kept condition.

- “No improvement or structure of any kind, including, without limitation, [anything from the list below, shall be] commenced, erected, placed, or maintained upon any lot . . . until the plans, specifications, and locations shall have been submitted to, and approved in writing by, the Association.” (Source: DEC VIII 1, 2)
- Owners must get written permission from the board through the Architectural Control Committee (ACC) before making any improvement of any kind. For example, before making any changes, additions, removals, or improvements like: fences, walls, pools, screen enclosures, landscape devices, roofing tiles, walkways, driveways, painting houses, painting or replacing: front doors, garage doors, ironwork.
- “No improvement or structure of any kind, including, without limitation, [anything from the list below, shall be] commenced, erected, placed, or maintained upon any lot . . . until the plans, specifications, and locations shall have been submitted to, and approved in writing by, the Association.” (Source: DEC VIII 1, 2)
- The appropriate form can be obtained through the Pradera website or by contacting Hawk-Eye Management. Work is subject to documentation of proper licensing, insurance and permits as required based upon the type of improvement or changes requested.

Neighbor to neighbor responsibilities

- Neighbors will respect each other and the property. Please do not allow your landscape to infringe on another’s property.
- An owner has the right to trim back landscaping that is growing over their property from a neighboring yard to their property line.

Parking/Vehicles

- Only passenger cars may be parked in driveways (no commercial vehicles, boats, or recreational vehicles). For this purpose, the term four-wheel passenger automobiles includes: SUVs, pick-up trucks, and similar passenger vehicles.
- Residents should park in driveways and garages only – GUEST PARKING is for guests.
- There is no overnight parking other than driveways or other designated parking spots.
- No vehicle, owner or guest, may park in any guest parking space for more than two (2) days unless otherwise approved by the Board of Directors in writing (contact the management company to request a parking pass).
- Violators of Pradera parking restrictions may have their vehicles booted at owner’s expense.
- Parking on the grass is prohibited at all times.
- Under NO circumstances should street parking (vendors, visitors, or owners) interfere with safe passage for other vehicles, especially emergency vehicles.
- Car/vehicle coverings are prohibited if visible from outside the home.

Pets and animals

- City of Boca Raton ordinances state that **any dog or cat running at large and not constrained by a leash shall be declared a public nuisance**. All dogs must be on a leash when outside the confines of the owner’s property.

- City of Boca Raton ordinances also mandate that **pet owners are responsible for removing defecation when walking their animals and law breakers are subject to fines**. Please be a good neighbor and pick up after your dog!
- “No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any parcel other than common household pets, provided that they are not kept, bred, or maintained for any commercial purpose.” Source: DECS IX 6
- Owners are permitted to have two (2) domestic pets, and all pets must follow the rules and regulations set by the Board or they must be removed from the lot. Source amended DECS IX 12
- Do not feed wild animals (ducks, squirrels, iguanas, birds, etc).
Source: <http://www.ci.boca-raton.fl.us/pages/all-services/all-services>

Pool Rules

- Pool hours are 9am to dusk – as per Palm Beach County Health Department rules.
- Animals are not allowed in the pool area.
- An adult must accompany children under 14 years of age.
- There is no smoking or vaping of any kind allowed at the pool.
- No food, drink, or glass containers are allowed.
- Abusive or obnoxious behavior will not be tolerated.
- See additional rules at the pool.

Signs

- “No sign of any kind shall be displayed to the public view on any Lot.” Source: DECS IX 7
- Professionally printed “Open House” signs are permitted to be posted between the hours of 10am and 6pm and must be removed each evening.

Speed Limit/Traffic Pattern

- Current speed limit in Pradera is 15 miles per hour.
- There are several islands located on streets with directional arrows. Please respect the arrows and follow the correct flow of vehicles.
- Give way to pedestrians and cyclists and watch for pets.

Trash/Trash Cans

The City of Boca Raton has issued all lots a trash can which is the only approved container for trash.

- Place vegetative waste and City approved trash/recycling containers at the curb NO EARLIER than 6 pm of the day before collection (no other containers permitted).
- Remove all containers NO LATER than 6 pm of the day of collection.
- All containers must be in the garage or stored out of sight and cannot be visible.
- For specific trash and vegetative waste pick up days, see the City of Boca website.

Source: DECS IX 8; <http://www.ci.boca-raton.fl.us/pages/sanitation/automated-collection-service-information>

Use Restrictions

- No temporary structures, trailers, tents, shacks, garage, or outbuilding may be built or used as a temporary or permanent residence
 - No Dish, antenna, or aerial visible from the street
 - “All exterior surfaces of residential units, including but not limited to, walls, roofs, and windows shall be maintained by the owners in a neat, clean, and well-kept condition.”
 - Please keep garage doors closed as much as possible.
 - Use of a POD is permitted for up to a maximum of 7 days. The storage unit must be safely positioned completely on the homeowner’s driveway so that it does not create any kind of hazard.
- Source: DECS IX 2, 4, 8

Zero Lot line wall

We are single family homes but with one wall between the homes called the Zero Lot Line Wall.

- This is the “wall of the residence . . . in which there are no windows or other openings, said wall being directly adjacent to the boundary of the lot, but lying and being wholly within the lot”
- “The owner of the home with the zero lot line wall is responsible for maintaining it and agrees not to remove, alter or allow it to be removed or altered in any way or manner”
- However, “the owner of the lot directly adjacent to the zero lot line wall is responsible for painting of the wall directly facing his lot. The adjacent owner has the right to use the surface of the Zero LotLine Wall facing his lot for the sole purpose of attaching a support for screening.”

Source: amended DECS IV 511/2/2021

HOMEOWNER ASSOCIATION

Pradera has its own property management company:

Hawk- Eye Management, LLC

1800 NW Corporate Boulevard, Suite 200

Boca Raton, FL 33431

561-392-1600 office

And Pradera belongs to a Master Association:

Via Verde Master Association, Inc.

c/o Hawk-Eye Management, LLC

1800 NW Corporate Boulevard, Suite 200

Boca Raton, FL 33431