

Springfield Square Homeowners Association

2018 AECC INFORMATION/GUIDELINES

Article V, Section 1 (g) of the Springfield Square Home Owners Association Bylaws, requires each owner to maintain his/her lot and all improvements "in good order, condition, repair, and in a clean, sightly, and sanitary condition at all times". The Springfield Square Architectural and Environmental Control Committee (AECC) 2018 Annual Inspection of the Community will be conducted in early April 2018. The AECC will be careful to apply the same standards to each home. Please note that the 2018 AECC Annual Inspection process is as follows:

- Every unit receives a letter: if your unit does not have any repairs, you will receive a Compliance Letter, or you will receive a letter with an inspection sheet with the repairs listed.
- THE AECC WILL NOT CONDUCT A RE-INSPECTION OF YOUR UNIT UNTIL YOU RETURN THE AECC COMPLETION FORM TO NORTHERN VIRGINIA MANAGEMENT (NVM). IF YOUR AECC COMPLETION FORM IS NOT RECEIVED ON OR BEFORE JUNE 30, 2018, YOUR REPAIRS WILL BE CONSIDERED NOT DONE AND AN AUGUST 2, 2018, HEARING WILL BE SCHEDULED, AND YOU MAY BE ASSESSED \$10 A DAY FROM JULY 1 UNTIL YOUR REPAIRS ARE CONSIDERED COMPLETED, NOT TO EXCEED 90 DAYS OR \$900.00.
- Please refer to your AECC Policy Resolution No. 4, as all exterior changes/repairs, with the exception to blanket approvals, require AECC approval prior to the work being done. It is the unit's owner's responsibility to submit a Request for Improvement Form (RFIF) and obtain approval prior to the work being done, and ensure that the RFIF and work is done by the due date of June 30, 2018. If you fail to obtain AECC approval and make unacceptable repairs, you will be subject to correcting the repairs at your expense.
- When making repairs to your exterior (bay window; house trim, window trim, etc.) you must repair it back to its original condition, an example; if you replace a section of board instead of replacing the entire board, this repair will not be accepted.
- FRONT AND BACK YARDS – if you have the following yard items checked on your 2018 Annual Inspection sheet; Mow and Trim Grass (rear yard grass must be cut every 7-10 days); Clean/Tidy: Tools/Debris/Toys/Bikes, Holiday Decorations – you must take care of these items right away – you do not have 60 days to take care of these items as front and rear yards must be cleaned and rear grass cut on a continuous basis – NOT ONCE A YEAR! Front lawns will NOT be mowed if there are any toys; bikes; tools; yard debris/materials left on the lawn and the landscaper does not clean/weed your flower bed. Unit owner is held responsible for ensuring that their tenants are aware and comply with the Community rules. RANDOM YARD INSPECTIONS WILL BE CONDUCTED AND HEARINGS SCHEDULED FOR NONCOMPLIANCE.
- PAINTING EXTERIOR CONCRETE IS PROHIBITED
- WINDOW AIR CONDITIONERS AND WINDOW FANS ARE PROHIBITED
- UNIT OWNERS ARE RESPONSIBLE FOR THEIR TREES/TREE DROPPINGS/TREE LIMBS/AND TREE ROOTS DAMAGING THE SIDEWALK, ETC.
- UNIT OWNER'S THAT HAVE REQUESTED AN AECC EXTENSION PREVIOUSLY WILL NOT BE GRANTED AN AECC EXTENSION IN 2018.

- If you have any questions regarding the repairs listed on your Architectural Compliance Inspection Sheet, please contact NVM as soon as possible but not later than May 15, 2018, to schedule a meeting with the AECC. If you do not meet with the AECC and make unacceptable repairs, you will be subject to correcting the repairs at your expense.
- Timeframe to complete repairs is May 1 – June 30, 2018. Saturday, June 30, 2018, is the due date that your repairs must be CONFIRMED COMPLETED by the AECC, which means: (1) you must have returned the Architectural Completion Form to NVM stating that the repairs were completed, and (2) the AECC must have confirmed all repairs had been completed by June 30, 2018.

Please be advised if your AECC repairs are not CONFIRMED COMPLETED by June 30, 2018, you will be scheduled for a Hearing before the Board of Directors (Board) on Thursday, August 2, 2018, to discuss your alleged violation of the Springfield Square Bylaws. The Hearing will take place at the Lee High School, 6540 Franconia Road in Room #136, Springfield, VA 22150, at 7:00 PM.

The Board may, as provided for in Section 55-513 of the Property Owners Association act "assess charges against any member for any violation of the declaration or rules and regulations for which the member or his family members, tenants, guests, or other invitees are responsible. The amount of any charges so assessed shall not be limited to the expense or damage to the Association caused by the violation, **but shall not exceed fifty dollars for a single offense or ten dollars per day for any offense of a continuing nature and shall be treated as an assessment against the member's lot for the purposes of Section 55-516.** However, the total charges for any offense of a continuing nature shall not be assessed for a period exceeding ninety days or \$900.00."

The Association may further restrict the use of Common Area privileges (PARKING) until violations of this type are corrected and the home is brought into compliance.