

# *Springfield Square Home Owner's Association*

## *Newsletter – January 2019*

### **Information for Springfield Square Home Owners**

#### **HAPPY NEW YEAR!**

#### **BOARD AND AECC MEMBERS:**

Betty O'Loughlin, President  
Oscar Cerna, Vice President  
Vacant, Treasurer  
Ed Holder, Secretary  
Konstantina (Connie) Gadonas, Member  
Jimmy Gadonas, Groundskeeper / AECC Member  
Tom Burrell, AECC Member

#### **We need volunteers from the Community to serve on the Board/AECC Committee.**

#### **BOARD MEETINGS:**

Board meetings are held on the 1<sup>st</sup> Thursday of each month at Lee High School in Room #137.

#### **Contacting Northern Virginia Management:**

Call **703-941-9002**, when the recorded message comes on, **press "6"** and leave your name and phone number and a brief message. NVM will return your call within 24-hours (but usually the same day that you leave a message).

#### **Quarterly Assessments 2019: NO INCREASE – REMAINS THE SAME \$185.00.!**

#### **Quarterly Assessments/Late Fees:**

Assessments of **\$185.00** are due January 1, April 1, July 1, and October 1. If your assessments are not received by Management by the 10<sup>th</sup> of the month in which they are due, a \$25.00 late fee will be added to your account. Management sends assessment reminder letters approximately two weeks before each assessment due date. Please make your check payable to Springfield Square HOA and mail it to: Northern Virginia Management (NVM), 4306 Evergreen Lane, Suite 101, Annandale, Virginia 22003 – Telephone: 703-941-9002 / Fax: 703-941-9005 or e-mail at [nvm@northernvirginiamanagement.com](mailto:nvm@northernvirginiamanagement.com)

#### **COMMUNITY WEB PAGE:**

Please visit the community web page for informative information and to obtain Master documents, rules, AECC and visitor replacement forms, etc. @ <http://nvm@northernvirginiamanagement.com> or contact NVM. Please return completed forms to NVM.

#### **SNOW REMOVAL 2018/2019**

**DO NOT PLACE SNOW IN THE STREETS – AS THIS WILL CAUSE A SAFETY ISSUE AS VEHICLES WILL NOT BE ABLE TO EXIT THE COMMUNITY. IN ADDITION, THE SNOW PLOW WILL PUSH THE SNOW BACK BEHIND EVERYONE'S VEHICLES AND THE SNOW WILL HAVE TO BE REMOVED AGAIN!**

**SNOW CAN BE PLACED IN YOUR FRONT YARDS, IN FRONT OF YOUR VEHICLES; BETWEEN YOUR VEHICLES (ON YOUR PARKING SPACES), AND AT THE TRASH SITES.**

**YOU ARE RESPONSIBLE FOR REMOVING THE SNOW FROM THE SIDEWALK ON THE FRONT/SIDE OF YOUR UNIT.**

**YOU ARE RESPONSIBLE FOR ANY DAMAGES TO THE SIDEWALK IN THE FRONT/SIDE OF YOUR UNIT AS A RESULT OF APPLYING THE WRONG CHEMICALS TO MELT THE ICE/SNOW. PLEASE ENSURE THAT YOU USE THE CORRECT CHEMICALS.**

**DO NOT PLACE SNOW ON ANY UNIT'S PROPERTY OR PARKING SPACES AS THIS IS TRESPASSING!**

**DO NOT PARK THE FRONT OR REAR OF YOUR VEHICLES OVER THE SIDEWALK AS THE SALT/CHEMICALS UNDER YOUR VEHICLES DRIPS ON THE SIDEWALK AND DAMAGES THE CONCRETE.**

## **TRASH:**

**Trash is picked-up Monday and Thursday mornings and may only be placed outside AFTER 8:30 PM the night before pick-up or the morning of pick-up as follows:**

- **Trash must NOT be placed out in trash bags;**
- **Trash must be placed in a trashcan with a secure lid only;**
- **The unit number must be on the trashcan;**
- **No trashcan(s) with holes or without lids;**
- **Recycling is picked-up on Thursday only, and must be clean and in a recycling bin;**
- **Trashcans/recycling bins must be removed from the Common Area on the day of service;**
- **Trashcan(s) and recycling bins not removed on the day of pick-up will be removed;**
- **Trashcans /recycling bins must not be stored in the front yard;**
- **Yard waste must be placed out in PAPER BAGS and/or trashcan(s) clearly marked “Yard Waste: (mandatory by Fairfax County);**
- **Back yard trash must be in a trashcan(s) and have a secure lid (lid must be closed tight;**
- **DO NOT PLACE YOUR TRASH IN YOUR NEIGHBOR’S TRASHCAN(S);**
- **Bulk items, such as, furniture, mattresses and box springs are placed out for pick-up on THURSDAY. DO NOT PLACE THESE ITEMS OUT FOR PICK-UP ON MONDAY.**
- **For white goods, such as, washers, dryers, stoves, refrigerators, TV’s, etc., you must call Patriot Disposal @ (703) 257-7100 to arrange for pick-up on THURSDAY.**
- **Contractor’s trash/materials must be removed by the contractor-not placed in our trash!**
- **Trash/recycling will not be picked-up during inclement weather (hazardous road conditions), so please do not place you trash/recycling out.**
- **Trash violations result in a \$50 assessment.**

**DO NOT PLACE FOOD IN THE COMMON AREAS, YOUR PROPERTY OR ADJACENT PROPERTIES AS IT ATTRACTS RATS/RODENTS.**

## **RECYCLING:**

**Recycling is picked-up on Thursday morning only.**

Recycling may only be placed outside after 8:30 PM on Wednesday night or the morning of pick-up.

Please ensure your recycling is out by 6:00 AM

- **DO NOT PLACE RECYCLING OUT FOR PICK-UP ON MONDAY.**
- **PLEASE SEPARATE TRASH/RECYCLING.**
- **YARD WASTE MUST BE IDENTIFIED AND PLACED IN A PAPER BAG OR TRASHCAN.**
- **Do not place trash or recycling out after the trash and recycling have been picked-up.**

**RESIDENTS THAT ARE REPORTED PLACING TRASH & RECYCLING OUT AND VIOLATING THE ABOVE RULES WILL BE SUBJECT TO A BOARD HEARING AND A \$50.00 ASSESSMENT FOR EACH VIOLATION. Residents, please report trash and recycling violations to Northern Virginia Management @ 703-941-9002 or [nvm@northernvirginiamanagement.com](mailto:nvm@northernvirginiamanagement.com).**

## **INCLEMENT WEATHER:**

**ROADS AND/AREAS WHICH ARE DEEMED UNSAFE DUE TO SNOW OR ICE WILL BE SUSPENDED FOR COLLECTION. If suspension occurs, services will resume on the next regularly scheduled collection day. Do not place trash and recycling out when service is suspended due to inclement weather!**

## **UNIT OWNERS WITH TREES:**

Unit owners are responsible for cleaning-up and removing tree droppings from their neighbors’ yard and/or the Common Areas (sidewalk/parking spaces/parking lot) and trimming limbs hanging over visitor spaces and on your neighbor’s property. In addition, unit owners will be held responsible for any damage(s) to the sidewalk caused by their tree roots. When removing trees the tree stump must be grinded/removed. Limbs hanging over visitor parking spaces must be cut back so they do not hang over the visitor spaces.

### **ASSIGNED/VISITOR PARKING SPACES:**

- **Each unit is entitled to two (2) assigned parking spaces.**
- **Visitor parking is for visitor parking only! You cannot park your 3<sup>rd</sup> vehicle in a visitor's space.**
- **The Board monitors the visitor spaces.**
- **Visitor parking is limited/refer to Community Parking Policy.**
- **The visitor tag must be displayed at all times on the rear view mirror with the tag (visible) facing the front of the vehicle.** Unit owners are responsible for ensuring that their visitors and contractors do not get towed (**do not let your visitor/contractor park in a visitor space and come to your home to get the visitor tag as they could be towed in that short timeframe.**)
- First visitor tag replacement cost is \$25.00. Second visitor tag replacement cost is \$50.00.
- **As a courtesy, you should always ask your neighbor if you may park in his/her assigned spaces. It is very rude and inconsiderate to park without asking and you could be towed.**
- **Also, your neighbor may not be in "good standing" with the Association, and be in a towing status; therefore, you could be towed.**
- Our Community consists of 116 town homes and 25 visitor spaces. Each unit has one visitor tag.
- Unit owners with more than two (2) vehicles and/or more than one visitor - street parking is available on **Elder Avenue (West on Franconia Road, first light on the left), and Thomas Drive (East on Franconia Road, first light past the Community, on the left).**
- Unit owners are responsible for monitoring their assigned spaces (if someone is parking in your assigned spaces without permission, you may call A-1 Towing and have them towed).

### **LEE HIGH SCHOOL PROPERTY:**

**Do not put leaves, dirt, food, or trash of any kind on the Lee High School property, as this is trespassing.**

### **FAIRFAX COUNTY POLICE:**

**Have authority to enforce motor vehicle laws in our Community.**

### **A-1 TOWING COMPANY #703-971-2600 (POLICE NON-EMERGENCY #703-691-2131):**

A-1 Towing Company patrols our Community 24/7 and can tow for the following:

- No visitor tag/Visitor tag not visible in visitor spaces;
- Visitor tag not facing front of vehicle/not visible
- Duplication of visitor tag;
- Parked in the fire lanes/Double parking;
- Safety hazard/Parked on the Community grass;
- Commercial vehicles (except for commercial vehicles making repairs to a unit); and they must use a visitor tag if parked in a visitor space when making repairs to a unit; and
- 72-hours' notice (sticker placed on windshield or driver's side window or door) is required for no and expired vehicle tags and no safety inspections/rejection stickers.

### **COMMON AREA DAMAGE:**

**Owners will be held responsible for (but not limited to) the following damages:**

- **Concrete sidewalk due to owner's tree roots, water line replacement, or using the wrong chemicals to melt the ice;**
- **Oil/fluid spots on the asphalt and curb & gutter damages in assigned parking spaces;**
- **Signs, lights, trees, lawns, fences, asphalt, and concrete;**
- **Concrete, asphalt, curb/gutter and assigned parking spaces will be randomly inspected and Hearings will be scheduled as appropriate.**

### **VEHICLE REPAIRS:**

**Vehicle repairs are prohibited except for: replacing light bulbs, flat tires, dead batteries, spark plugs/electrical and normal washing. NO FLUID CHANGES OF ANY KIND.**

### **OIL/FLUID SPOTS IN PARKING SPACES:**

**Vehicles leaking fluids must park off-site until the leak(s) have been repaired and the leaking stopped. Random parking space inspections will be conducted and Hearings will be scheduled.**

## **Architectural and Environmental Control Committee (AECC):**

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”.

- **All Exterior Changes Must Be AECC Approved Prior to Making Changes:**
- All exterior changes not granted blanket approval must be approved by the AECC/Board before changes are made, such as, but not limited to: roofs, siding, sheds, address boards/numbers, chimney smoke stack (roof), exterior lighting, fence/gates, fence preservatives, windows, patios, decks, steps, doors (front/storm/French/patio), wrought iron rails, replacement shutters, and concrete repairs.
- Homeowners who make changes to the exterior of their homes without AECC approval are subject to assessments and changing whatever was repaired/replaced back to its original condition.
- Please allow at least 3-4 weeks for AECC Requests for Improvements to be processed (with the exception of emergency type situations).

## **FENCES/WOOD PRESERVATIVES:**

Clear coating (**means clear no coloring**) fences are blanket approved. The Board will consider a natural wood preservative for fences; however, you must submit to NVM an AECC Request for Improvement Form and provide a color sample. **Remove weeds from between fence boards to prevent rotting.**

## **BACK YARDS:**

Must be clean/neat; junk /weeds removed; **trash must be in a trashcan with a secure lid (not in trash bags, which attracts rodents). Back yards will be routinely inspected.**

## **FRONT YARDS:**

Must be clean/neat; weeds removed; grass planted in bare spots; toys, bicycles (**no toys/bicycles attached to rails**), tools, mulch, etc., **must not** be left in front yards overnight and must be moved for the lawn to be mowed; **no vegetable or herb gardens**; and garden hoses must be hung neatly on a holder or inside a hose holder.

## **Friendly AECC Reminders:**

- **No exterior structural changes.**
- **No front electrical outlets!**
- Window fans, window air conditioners, awnings, clotheslines, **big black downspout extensions**, exterior antennas/antenna cables are prohibited.
- Exterior door/dead bolt locks, doorknockers, and peepholes must be **plain/undecorated of Solid Polished Brass.**
- Painting of concrete steps, block under door, over doors and/or windows/windowsills are prohibited.
- Wrought iron rails must be sanded, primered, and painted **glossy** black.
- Chimney Smoke Stacks (roof) are painted **glossy** Tudor Brown or **glossy** black.
- Mailbox must be aligned with address board and light fixture. Address numbers must be 2-3 inches and **Solid Polished Brass.**
- No vegetable/herb gardens in front yards.
- Children’s pools in rear yard (must be emptied at the end of each day), birdbaths, and any water holding devices are prohibited - health issue due to mosquitoes.
- Satellite dishes - place on the rear of the house.
- **Big black gutter extensions are prohibited, as they are unattractive to the Community.**

## **LITTER ON COMMON AREAS:**

Do not litter (trash/cigarette butts) on any Common Area, sidewalk, parking lot, or unit’s front yards.

## **GUTTERS/DOWNSPOUTS:**

**To ensure proper drainage, clean out gutters and downspouts and ensure you have an extension attached to your downspout so water will drain away from your house. Big black gutter extensions are prohibited (in the front yards) as they are unattractive to the Community.**

## **Rental Properties/Absentee Owners:**

Owners who lease their property must provide a copy of their lease to the Management Company within 30-days after leasing their property. **Owners are responsible for ensuring that their tenants obey the rules of the Community and are held responsible for their tenant’s Community violations.**

## **DECORUM IN THE COMMUNITY -**

### **REMINDER:**

- All issues pertaining to the Community need to be addressed properly by notifying NVM, in writing, so that the entire Springfield Square Home Owners Association Board can respond.
- The Board members are volunteers, and no one Board member can act independently of the rest of the Board. It is inappropriate to telephone, knock on the door, and/or approach any Board member on the property to address an issue or dispute, since that Board member cannot act alone to resolve the issue or dispute.
- It is inappropriate to telephone, knock on the door, and/or approach any AECC member on the property to address an issue or dispute matters pertaining to the Board or AECC.
- It is inappropriate to telephone, knock on the door, and/or approach the Groundskeeper for any issues pertaining to Board or AECC matters.

### **PET POLICY:**

**At all times, animals must be on a leash and/or carried by a responsible person while on the Common Areas. Pet owners must clean-up the feces from their pet(s). Please do not let your pet poop in your neighbor's yard and not clean it up! This is the law in Fairfax County and a rule of our Community.**

### **MAILBOX – ILLEGAL ENTRY:**

**It is illegal to place anything in anyone's mailbox.**

### **Repair/Paint/Lawn Services:**

- Mr. Flores, Franconia Court: 703-835-0664
- Mr. Garcia, Franconia Road: 571-275-6054
- Marc's Lawn Mowing (off-site): 571-422-3195

## **ATTENTION PARENTS – SAFETY ISSUE:**

- **Please note that you are responsible for ensuring that your children/guests do not play in the streets of the Community, as this is a safety issue/violation of the Community rules.**
- **Playing ball on the sidewalks is prohibited.**
- **No playing around or near any vehicles.**
- **Do not let your children play in the front yards of unit owners, their balls hitting the property of others (vehicles, house, landscaping), damaging flowers and shrubs, removing rocks and throwing them in the street/sidewalk, and littering.**
- **There is a children's play area in the center of the Community, however, the children's ball goes into the back yards of the surrounding units, which causes damage to flowers/shrubs, property, and is an inconvenience if a unit owner has to retrieve the ball from their back yard (several times a day). Please ensure that your children do not disturb and/or damage any unit owner's property by keeping their ball out of the backyards.**
- **Children should never play in any one's front yard and/or go into any one's backyard to retrieve their ball as this is trespassing.**

### **Association Disclaimer:**

An advertisement in the Association's newsletter does not represent any guarantee or endorsement by the Association of the services or goods offered. Use of the services or goods provided by an advertiser is at your own risk.