

# Springfield Square Home Owner's Association Newsletter – June 2016

## Information for Springfield Square Home Owners

### **BOARD MEETINGS:**

Board meetings are held on the 1<sup>st</sup> Thursday of each month at Lee High School in Room #136.

### **Board and AECC Members/Vacant Positions:**

Betty O'Loughlin, President

Ed Holder, Vice President

Valeria Hamilton, Treasurer

Oscar Cerna, Secretary

Konstantina (Connie) Gadonas, Member

James (Jimmy) Gadonas, AECC Member

Tom Burrell, AECC Member

Vacant, AECC Member

### **Quarterly Assessments and Late Fees:**

**\$180.00 Assessments 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)

### **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).

### **Springfield Square HOA Web Page:**

Go to [nvm@northernvirginiamanagement.com](http://nvm@northernvirginiamanagement.com) and scroll down to Springfield Square for information; forms; community rules, newsletters, etc. If you don't have access to the Web Page, please continue to contact NVM for AECC and Visitor Tag forms, etc.

**All future newsletters will be posted to the Web Page.**

### **2016 Architectural & Environmental Control Committee (AECC) Annual Inspection:**

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 2016 AECC Annual Inspection letters were mailed late April 2016 and June 30, 2016 is the due date for repairs to be "CONFIRMED COMPLETED".**
- **The AECC/Board will NOT conduct the initial or re-inspections of your unit until you return the Architectural Completion Form to NVM. Each re-inspection requires you to submit another Architectural Completion Form.**
- **Questions, regarding the repairs listed on your Architectural Compliance Survey, must be submitted to NVM no later than May 15, 2016, to schedule a meeting w/AECC/Board.**
- **Please refer to your AECC Policy Resolution No. 4, as some repairs may require AECC approval prior to being done.**
- **Please be advised if your AECC repairs are not "CONFIRMED COMPLETED" by June 30, 2016, you will be scheduled for a Hearing before the Board on August 4, 2016, to discuss your alleged violation of the Springfield Square AECC Bylaws. Hearings will take place at Lee High School, 6540 Franconia Road, in Room #158, Springfield, VA 22150, at 7:00 PM.**
- **Be advised, if repairs are not "CONFIRMED COMPLETED" by June 30, 2016, you will be subject to a one-time \$50 AECC violation assessment or \$10 a day for a continuing AECC violation (not to exceed 90-days) until repairs are "CONFIRMED COMPLETED".**
- **"CONFIRMED COMPLETED" means you completed your repairs, you submitted your completion form to NVM, and repairs must be "Confirmed Completed" by June 30, 2016.**

### **TRASH:**

**Picked-up EARLY on Monday and Thursday mornings. Trash must be placed in a trashcan or trash bags (not loose/unbagged and not in a grocery store paper/plastic bag) and may only be placed outside AFTER DARK (8:30 PM or later) Sunday and Wednesday evenings or before pick-up on the morning of the pick-up. It is recommended to put trash out on the morning of trash pick-up.**

- **Back yard trash must be in a trashcan w/lid.**
- **Bulk items, such as, furniture, mattresses and box springs are placed out for pick-up on THURSDAY. DO NOT PLACE BULK ITEMS OUT FOR PICK-UP ON MONDAY.**
- **For white goods, such as, washers, dryers, stoves, refrigerators, TV's, etc., you must call Patriot @ (703) 257-7100 to arrange for pick-up on THURSDAY.**
- Trashcans and recycling bins **MUST** be removed from the Common Area on the day of pick-up. Trashcans and recycling bins not removed on the day of pick-up will be removed.
- **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.**

### **RECYCLING:**

**Recycling is picked-up EARLY on Thursday morning.** Recycling may only be placed outside **AFTER DARK (8:30 PM or later)** on Wednesday evenings or before pick-up on Thursday morning.

- **DO NOT PLACE RECYCLING OUT FOR PICK-UP ON MONDAY.**
- **PLEASE SEPARATE TRASH/RECYCLING.**
- **Do not place trash or recycling out after the trash and recycling have been picked-up.**

### **Yard Waste:**

**Must be placed in paper bags or a trashcan clearly marked "Yard Waste" on both sides and placed out on Monday or Thursday for pick-up.**

### **Litter on Common Areas:**

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

### **Annual Meeting – June 2, 2016:**

The Board would like to thank all owners who attended the meeting and all owners that sent in their proxy. The (2) \$50.00 winners were: Gregory Simmermacher (attendee), Thornhill Court and Yean Fong Wong (proxy), Franconia Road.

### **Assigned/Visitor Parking Spaces:**

- **Each unit is entitled to two (2) assigned parking spaces.**
- **Visitor parking is for visitors only! You cannot park your 3<sup>rd</sup> vehicle in a visitor's space.**
- **The Board monitors the visitor spaces.**
- **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).**
- Residents/owners are responsible for monitoring their assigned spaces (if someone is parking in your assigned spaces without permission, you may call A-1 Towing (703-971-2600) and have them towed).

**DO NOT PLACE ANY FOOD ANYWHERE IN THE COMMUNITY, FRONT OR REAR YARDS OR ON LEE HIGH SCHOOL PROPERTY AS FOOD ATTRACTS RATS! OWNERS ARE RESPONSIBLE FOR INFORMING THEIR TENANTS!!**

### 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;
- 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
- 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.

### Friendly AECC Reminders:

- No exterior structural changes.
- 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, primed, 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.

### Fences:

Clear coating 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.

### All Exterior Changes Must Be AECC

#### Approved Prior to Making Changes:

- All exterior changes not granted blanket approval must be approved by the AECC 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 30- days for AECC Requests for Improvements to be processed (with the exception of emergency type situations).

### 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. 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.

### Front Yards:

Must be clean/neat; weeds removed; grass planted in bare spots; toys, bicycles (no 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.

### Back Yards:

Must be clean/neat and grass cut every 7-10 days; junk /weeds removed; trash must be in a trashcan with a lid (not in trash bags, which attracts rodents). **Back yards will be routinely inspected.**

### Lee High School Property:

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

### **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.
- In addition, 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.

### **Gutters:**

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, as they are unattractive to the Community.**

### **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.**

### **Vehicle Repairs:**

- **Prohibited except for the following: 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:**

**Random inspections will be conducted and Hearings will be scheduled.**

### **Fairfax County Police:**

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

**Call Miss Utility @ 811 before you dig!**

### **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.**
- **Children continue to play in the front yards of the 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.**

### **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.

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

- Mr. Flores, Franconia Court: 703-822-0865
- Mr. Garcia, Franconia Road: 571-275-6054
- Marc's Lawn Mowing (off-site): 571-422-3195

### **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.