



Inside Newington Station

Newington Community Association Monthly Newsletter
November 2018

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NCA BOARD OF DIRECTORS MEETINGS

Wednesday, November 7
Wednesday, December 5
January 2, 2019

MESSAGE FROM MANAGEMENT ...

Lots of changes in Fall. Leaves will be changing colors and falling to the ground. Please remember to rake and bag all leaves in your yard. See page 3 for the full fall reminder.

Some changes to the holiday trash schedule. See page 10 or check the NCA website for the latest information.

Two policy changes will be voted on by the Board at the November 7 meeting. 1) NCA Tree Policy (see pages 8-9 for proposed changes). 2) Architectural Standards (see pages 13-14 for proposed changes).

Also, don't forget to do the following:

- Turn you clock BACK one hour. (November 4)
- Change the batteries in your smoke detector.
- Drive slowly as kids will be walking to bus stops and school with minimal to no light.

Thank you.

**** VOTE ** VOTE ** VOTE ****

**General Election
Tuesday, November 6, 2018
Saratoga Elementary School**

REMINDER: Newington Station voters vote in the **ALBAN precinct
Don't waste time in the wrong line!**

NEWINGTON STATION DIRECTORY

<http://www.newingtoncommunity.org>

NCA COMMUNITY OFFICE

P. O. Box 351
Springfield, VA 22150
703-455-3606 / Fax 703-455-0013

Tuesdays 9:30 am - 2:30 pm
Fridays 9:00 am - 5:00 pm

**** Call first before heading to the office ****

Community Manager: Lori Randall, CMCA, AMS
with Summit Management (703-945-1425)
Assistant Community Manager: Tina Queen
Email: manager@newingtoncommunity.org

BOARD OF DIRECTORS

President - Sara Jernigan (Aug '19)
Email: president@newingtoncommunity.org
Note: Email to NCA President is private and only read by the President.

Vice President - Stacey Perritt (Aug '19)

Secretary - Karen Chauvin (Aug '21)

Treasurer - Dennis Kruse (Aug '19)

Director - Parker Watson (Aug '20)

Director - Unfilled three year term (Aug '21)

Director - No one elected in 2018 (Aug '20)

To send an email to the above Board members, use board@newingtoncommunity.org (this includes a copy to the Community Manager).

ARCHITECTURAL CONTROL COMMITTEE

Chair - Sarah Jernigan

FINANCE COMMITTEE

Chair—Dennis Kruse

PLANNING AND DEVELOPMENT

Chair—Lou Tobat

MAINTENANCE COMMITTEE

Chair - Beth Rodriguez

RECREATION/SOCIAL COMMITTEE

Chair - Volunteer Needed

USEFUL TELEPHONE NUMBERS

Emergency	911
Non-Emergency (Police & Fire)	703-691-2131
Including barking dog complaints	
American Disposal Services	703-368-0500
Animal Control/Shelter	703-830-1100
Cox Cable	703-378-8422
Domestic Violence Hotline	800-838-8238
Dominion Towing	703-730-1177
Dominion Energy	1-888-667-3000
Fairfax Connector	703-339-7200
	www.fairfaxconnector.com
Fairfax County	www.fairfaxcounty.gov
Fairfax County Housing Authority	
Selena Davis	703-704-6758
Fairfax County Storm Water Management (not State streets)	703-877-2800
Fairfax Water	703-698-5600
Key Middle School	703-313-3900
Lee High School	703-924-8300
Lorton Fire and Rescue	703-339-5141
Lorton Landfill	703-690-1703
Poison Control	202-625-3333
Pool (emergencies only)	703-455-9873
Saratoga Elementary School	703-440-2600
Streetlights	1-888-667-3000
Summit Management	703-360-0904
Supervisor Dan Storck	703-780-7518
Virginia Highway Department (Snow—State Roads Only)	703-383-8368
Virginia Railway Express	1-800-RIDE VRE
Voter Information	703-222-0776
West Springfield District Police	703-644-7377

Newsletter Distributors

Kathy Anderson	Victor Ibanez	Al Owens
Austin Family	Patrick Lent	Perritt Kids
Amanda Baird	Pat Levister & Sandra Woford	Roche Family
Cyrille Barr		Jeanine Rodgers
Abdul Berlas	William & Mary Loy	Spinelli Family
Karen Chauvin	Sharoyne Marshall	Regina Watson
Gladys Diaz	Emily Mishoe	

FALL: NCA's grounds contract includes two leaf removals. The first will be completed by November 30th and the second before December 30th. The contractor removes leaves from common ground turf areas only.



As a reminder, **please do NOT pile the leaves from your yard onto common grounds.** Piles of leaves left for days will kill the grass. **Please do not blow or rake your leaves into the street.** The leaves get wet and slippery or can clog storm drains. All residents should bag the leaves from their property. Townhouse residents may place their leaves out with regular trash pick-up on Fridays. Single family residents have a yard debris pick-up every Wednesday through the end of the year. Placing bags of leaves out on the curb prior to scheduled pick up is considered early trash!

NCA SIGN POLICY REMINDER

REMINDER: If you are tempted to put up a sign in your yard for your political candidate, remember **NO SIGNS!** Other than For Sale signs are allowed in NCA.

Per NCA Covenants, page 7: "No sign of any kind larger than one foot square shall be displayed to the public view on any lot, except temporary signs of more than four square feet advertising the said lot for sale or rent and except for temporary signs erected by the Declarant in connection with the construction, lease, or sale of buildings and lots or other parcels of The Properties."



Your Neighborhood Real Estate Expert
on Finlay Court

Friendly Reminder!!!

**Move your clocks back on
Sunday Nov. 4th**

**This is also a great time to check your
batteries in your fire alarms and carbon monoxide**

Call 703-338-1706 with
any real estate question-
no matter how small the
question is, I am here to
help!

Sarah  Jernigan
Helping find great homes for people and pets



*If your property is currently listed with another broker, please disregard this notice. It is not our intention to solicit the offerings of other brokerages.

The Board has revised the NCA Tree Policy to more accurately reflect the current procedures and actions the Board and Management take regarding trees in the community. The following policy will be on the agenda of the November Board meeting for adoption and anyone who would like to share their comments may do so during the Homeowner Forum section of the meeting.

Newington Community Association Tree and Shrub Maintenance Policy

PURPOSE: The purpose of this policy is to establish a fair and reasonable procedure for determining which trees and shrubs in the common area will receive maintenance. An additional purpose of this policy is to establish who may authorize that maintenance and under what conditions.

AUTHORITY: In accordance with Article VIII, Section 1, paragraphs (a) and (b) of the By-Laws, the Board of Directors is empowered to “adopt and publish rules and regulations governing the use of the common area and facilities” and “exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration”. Under this authority, the Board of Directors has established the following rules for maintenance of trees and shrubs in the common area.

AUTHORITY AND RESPONSIBILITY OF THE COMMUNITY MANAGER AND DESIGNATED BOARD MEMBER

As a result of community inspections or resident communications, either the Community Manager or a designated Board member may authorize maintenance under the following conditions:

- Common grounds shrubs are overgrown and/or block sidewalk, steps, mailboxes, signs, parking spaces, etc., or if tree branches are actually touching a resident’s house.
- Common grounds trees are dead and are easily visible in general common areas (not in the woods)
- Limbs are down on common ground or a common grounds tree is uprooted due to severe weather or other event.
- In addition, the Community Manager will work with a professional contractor to determine priorities for removal, pruning, and other maintenance for common grounds trees that have dead branches that are damaging, or are likely to damage, community property or private property, or are deemed unhealthy. The Community Manager will present this list of trees to the Board for approval.

For cases beyond the authority of the Community Manager, a majority vote of the Board will be required to authorize maintenance. When needed, the Community Manager will obtain and submit a professional contractor’s proposal to the Board for approval. This restriction specifically applies to, but is not limited to, cases that meet the following conditions:

1. Request(s) to remove a healthy tree. As certified by a professional contractor, a common grounds tree is healthy but is causing, or is likely to cause, serious damage to community property (e.g., sidewalks, curbs, paths, etc.) or private property.
2. Request(s) to remove a dead or leaning tree in wooded areas

HOMEOWNER RIGHTS AND RESPONSIBILITIES

1. Homeowners are not authorized to perform any form of maintenance on any part of any tree or shrub rooted in common ground except on those parts of said plants that may extend over their private property line. For example:
 - Homeowners have the legal right to prune branches from a tree rooted in common ground where those branches extend over their property line.
 - Homeowners have the legal right to grind roots from a tree rooted in common ground where those roots extend over their property line.
2. For requests beyond the Community Manager’s or Designated Board Member’s authority listed above, homeowners may formally petition the Board in writing with regard to any tree/shrub maintenance. Such petition must include the location of the affected trees/shrubs, the work to be done, the reason for doing the work, and a clear photo of the affected trees/shrubs.

Unless the same, or substantially the same, project has been rejected previously by a Board vote within the past three years, the Community Manager will obtain an estimate from a qualified professional (if necessary) and present the project to the Board for a vote. The homeowner shall have the right to address the Board in open meeting and make a case (of no more than five minutes) for this project prior to the vote.

2. Owners may request in writing that the Board remove (or prune) trees or shrubs at the expense of the owner. The request must include a clear photo of the affected trees/shrubs, a statement of the proposed action, and a signed statement accepting all liability for any damages which may result from this proposed action. The request must also include a statement signed by neighbors within 50 yards of the trees or shrubs in question acknowledging their understanding of and consent to the proposed action. Once all of these conditions are met, the full Board will vote on the request.

Approved 9/6/06

Revised 6/12/07

Revision Draft 10/2018

**NEWINGTON COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
October 3, 2018**

CALL TO ORDER: President Jernigan called the meeting to order at 7:30 pm.

MEMBERS PRESENT: President Sarah Jernigan, Vice President Stacey Perritt, Treasurer Dennis Kruse and Secretary Karen Chauvin.

PRESIDENT'S COMMENTS: President Jernigan wished everyone a happy Fall.

COMMUNITY FORUM: Residents raised the following issues:

1. Concern of the condition of many houses, problem with hedges and a window air conditioner in the front of a house. This particular resident expressed willingness to help with doing property inspections.
2. Blade Runners spread grass seed and a resident asked if they will be watering the grass seed
3. Questions raised in respect to discussion of the minutes and discussion on architectural rule changes.

HEARINGS: None

GUEST SPEAKER: Mick Petrin of Titan Pools to discuss recommendations for needed repairs of the pool area. The following issues were identified:

- All pipes are separating from the concrete and leaking.
- Baby pool needs new concrete beam that holds coping stones as well as white coat on pool surface.
- On main pool the skimmer lines need replacement
- He was asked if there is a priority between the two pools and can the work be done in phases. He said it is best if it was done all at once. The baby wading pool need is in dire need of repairs, but the main pool is important.

APPROVAL OF MINUTES: Due to the Board wanting more time to go over the minutes President Jernigan said that the minutes would be tabled until next month's meeting.

COMMITTEE BUSINESS REPORTS

PLANNING & DEVELOPMENT – Lou Tobat: No report

ARCHITECTURAL GUIDELINES – Stacey Perritt: As this will be discussed under New Business, no report was given.

TREASURER & FINANCE COMMITTEE – Dennis

Kruse: Treasurer Kruse gave the Treasurers report which covered Summit financials through the end of August and a collection attorney report through September 28. Highlights of this report are:

- Through the end of August NCA operating expenses were below budget in all categories. Net income was more than \$30,000 greater than budget as noted in the budget snapshot below. Some expenses budgeted for the third quarter have slipped to the fourth quarter, so expenses will move closer to budget as the end of the year approaches. However, we are still on track for an overall modest annual surplus.
- The Board package for this meeting includes a tree inspection report with arborist recommendations and community manager comments for an estimated total cost of \$12,360.00. Because of tree damage experienced earlier this year we have only \$5,210.00 remaining in the tree maintenance budget line. However, overall expenses are expected to remain well within budget. Additionally, net non-reserve income is currently nearly \$16,000.00 greater than budget and that is expected to increase by the end of the year. Therefore, the Treasurer proposes that the Board authorize up to \$8,000.00 of excess income to be applied to complete the entire tree maintenance package.
- No feedback has been received from publication of the draft 2019 budget in the newsletter. However, there is one change that is desirable before final approval. Insurance information included in the Board package indicates two viable alternatives for our 2019 insurance coverage. The Board should make the insurance choice at this meeting, so the change can be included in the final budget for approval at the November meeting.
- The total number of delinquencies was relatively high for the month of August, but the total amount overdue was below average for this time of year. That is largely because the number of accounts overdue by more than 90 days and their combined total value are both at historic lows. There are now 25 accounts overdue more than 90 days for a total of \$17,909.11. It was noted that ten of the 25 have amounts less than \$125 overdue by more than 90 days.

RESERVE/MAINTENANCE COMMITTEE – Beth Rodriguez: No Report

**GENERAL BUSINESS
ADMINISTRATIVE**

- Draft of 2017 audit and 2017 income tax returns received and forwarded to Board Treasurer and President.
- No Votes held between meetings.

- Resale Inspections: 8418 Dampier and 7733 Durer
- Architectural Modifications Applications (8/31/18 to 9/28/18)
 1. Gwynedd, door – approved
 2. Kitchener, paint siding – approved
 3. Godolphin, gutters – pending
 4. Durer, paint fence, replace deck, add trash can enclosure – pending
 5. Godolphin, paint siding – pending
 6. Godolphin, new siding – approved
 7. Moline, replace front door – pending
 8. Gwynedd, extend roof over balcony – pending

Homeowner Communications

- Tree branch fell and hit car on Brandeis. Resident inquired if another branch above his parking space can be removed. Had an arborist look at the tree branch in question. It is a feeder branch from the one that broke; green leaves on tree; no indication it is unhealthy; tree could continue to lose branches. It is recommended to resident that his parking space could be relocated to eliminate the concern of a branch hitting his car again. Resident was not interested in moving parking spaces.
- Concern of resident on LeMoyne that dead tree in woods could hit a fence with upcoming hurricane. Looked at the tree and it had already fallen. No apparent risk of hitting fence.
- Light out on LeMoyne.
- Hornets' nest in neighbor's tree. Neighbor spent \$300.00 to have the nest removed and suggested that NCA assist with the cost since community children play in that area.
- Received email comment from a resident that the Board should not write policy on safety issues (grills, bbq, bonfires, etc.) nor animal issues (rats).
- Request received to give resident permission to remove a tree up against his brick wall. (suggested speaking to owner of neighboring property first as tree is completely on neighbor's side.)
- Concern that a tree on Brandeis has lost branch again and noted branch on Delong median also broke. (Arborist removed the branch and stated Cottonwoods are soft. It has been an extremely wet summer contributing to the many broken branches in the community.)

Violation letters – 1 violation letter sent since last Board meeting (8/31/18 – 9/28/18) based on Manager inspections. Mainly working on follow-up inspections.

Other Management Actions

- Proofed minutes and October newsletter.
- Met with Fire Marshall regarding expired fire extinguishers. \$40.00 for having expired extinguisher in office. Pool was closed. Purchased a small kitchen size extinguisher for the office for \$12.00. Learned to look on the bottom for date extinguisher is made. He agreed that it is more cost effective to purchase new extinguishers and that with the pool closed it could wait until Spring. He had no suggestions on removal of old extinguishers, even if they may be serviceable.
- NCA's insurance agent with State Farm retired. Management met with newly assigned agent, Casey Whitmarsh to discuss policy.
- Met with B. Rodriguez, Chair of the Maintenance Committee. Reviewed list of operating and reserve maintenance items established for 2018 and their status. Discussed a long list of outstanding requests for grounds/tree maintenance. Reviewed spreadsheet of reserve study recommendations and their status.
- Reported watch light out on LeMoyne and several street lights out on Northumberland.
- Email discussion with board members on Dominion Power's plans for LED lights. K. Chauvin to share this information.
- Noticed a tree at the ballfield had a significant lean. Watched it over a few days and it appeared to get worse. Saw 4 foot split up the back of the tree. Taped off the area and called in the tree service. While there, the contractor also removed a dead pine tree and a tree with an 8 foot split he will come back to remove.
- Looked at curb crack on Gwynedd. Determined that it was normal settlement and not significant. Can add some concrete crack fill when weather improves.

OLD BUSINESS

- Tennis Courts – no progress
- Concrete Pool Deck replacement & pipe replacement – CM recommends that if doing only deck replacement not use Titan to save money as Titan will contract the work out. If doing pipe work do not do deck work until later. Discussion was held on this project. Deck work can be delayed 2 years. However, there were questions regarding if skimmers are replaced would the deck work being done later void the warranty. President Jernigan took a poll of the Board about whether to do just the Baby pool or do both the Baby pool and the pool pipes. Consensus was do both.
- Path work – We have a quote, but due to weather engineer has notified management that Fairfax Paving is behind in their work and the path work could be delayed until Spring.
- Pool Inventory – New chairs can be purchased in spring, but sales are going on now. CM estimates cost

will be \$1,900.00. MOTION: Vice President Perritt made the motion that we spend up to \$1,900.00 for pool inventory for chairs, umbrella and bases etc. to be paid from budget line 7130 Operating Expenses. President Jernigan seconded the motion. VOTE: 4 yes 0 no.

- Insurance Policy Review – CM presented the results of her review of the policies and a spreadsheet of premiums of coverage from State Farm and Philadelphia Insurance. CM stated she was more comfortable with State Farm. Discussion was held on current insurance cost and the bid from Philadelphia Insurance. Issue was tabled until next month.
- Sponsorship Policy – MOTION: President Jernigan made the motion to accept the Sponsorship Policy as written. Treasurer Kruse seconded the motion. Vote: 4 yes 0 no.
- Tree Policy – Discussion on authority to authorize maintenance MOTION: President Jernigan made a motion to have Tree Policy, with changes, published in the November newsletter and be voted on in the December 2018 Board meeting. Motion was seconded by Treasurer Kruse. Question was raised if it was necessary to have a motion and a vote to publish something in the newsletter. Consensus was that it was not necessary, so no vote was taken.
- Trash Policy – Regarding a resident reported trash violations but violator is unknown. Consensus between the Board and CM was that a flyer be given to several houses near the trash violation.
- Grounds – Discussion on the tree report from arborist on priority 1 & 2 trees. CM recommended the Board do all #1 and #2 plus 3 additional tree pruning's. MOTION: Treasurer Kruse made a motion to apply money from excess income plus money from tree maintenance/replacement to allow for tree maintenance up to \$15,000 as recommended by arborist and CM recommendations. Motion was seconded by Vice President Perritt. VOTE: 4 yes 0 no.
- Architectural Guidelines – Vice President Perritt reported that it was found that staining brick provided the same coverage as paint but required a lot less maintenance, protected the structural integrity of the brick and is in many colors. Question was raised if the townhouses would be able to stain their brick as well as the single-family houses. Another question was asked about what was meant by a credentialed inspector. In answering this question, Vice President Perritt said it was someone who has taken a course, i.e. brick masonry course work. Discussion was had on whether staining brick needs to be professionally done or can be a DIY project. There was further discussion on the Architectural Guidelines. It was decided to put the changes about staining brick in the November newsletter and vote on them

in the November 7th meeting.

- Communication from Schwab – MOTION: President Jernigan made the motion that we authorize the Treasurer online access to financial institutions. Motion was seconded by Vice President Perritt. VOTE: 4 yes 0 no.

NEW BUSINESS

- 2019 Draft Budget – Due to discussions on insurance premiums, Treasurer Kruse changed the draft to be changed by changing the insurance line to match the State Farm premiums by increasing this line to \$72,500.00. Line 7685 is reduced by \$500.00 to \$1,500.00 and line 7640 reduced \$1,000.00.
- Fairfax Housing – MOTION: Treasurer Kruse made the motion that Fairfax Housing be allowed to pay assessments by ACH credit. Motion was seconded by Secretary Chauvin. VOTE: 4 yes 0 no.

EXECUTIVE SESSION

The Board convened into executive session at 10:10 pm to discuss an abandoned property, legal correspondence and employee matters.

The Board convened into open session at 10:58 pm.

MOTIONS:

- Vice President Perritt made the motion to follow the advice of Rees Broome regarding the aged balances for Lot 40 and Lot 424. VOTE: 4 yes 0 no.
- Vice President Perritt made the motion to allow CM to spend up to \$500.00 to address landscaping issues at Lot 8832 Moline after confirmation that this is a legal action. President Jernigan seconded the motion. VOTE: 4 yes 0 no.

ADJOURNMENT: Meeting was adjourned at 11PM.

NEXT MEETING: Wednesday, November 7th at 7:00 pm at the NCA Pool House Meeting Room.

FUN JOB FOR MOMS

Local dog walking and pet sitting company, seeking fit adults for permanent year round positions. Must love dogs , and being outside. Cell phone, internet, flexibility, and a reliable vehicle a must.

Competitive pay, fun work environment if you love animals!

Call Abbie 703-473-9768



Community News & Reminders

Winter/Holiday Trash Schedule Changes

American Disposal Services will implement the following schedule changes this holiday season.

Thanksgiving Day: office is closed.

For the Tuesday before the holiday, collection will be as normal. Friday's collection will be delayed by one day. Therefore, collections will be Saturday morning instead.

Refer to NCA website for updates.

Loza Family Day Care - Fairfax County Licensed

- CPR/first aid certified
- Reasonable Rates
- Providing warm and home atmosphere for your child

Call 703-568-4257 | 7760 Brandeis Way

NEWSLETTER DISTRIBUTORS NEEDED

17 homes on Godolphin. Addresses 7830 to 7840 and 7831-7851.

11 homes on Godolphin. Addresses 7853 to 7875.

26 homes on Durer. Addresses 7701 to 7743 and 7700-7706 (circle).

Some benefits:

- ⇒ Good exercise.
- ⇒ Good opportunity to interact with neighbors.
- ⇒ **Great way for a teenager to earn community service points.**

PLEASE VOLUNTEER!!!!

Call the community office (703-455-3606) if you have 30 minutes, once a month to help!



LOOKING FOR BABYSITTING/ PETSITTING?

Teen sitter, with references, looking to babysit, be a mother's helper, or pet sit.

Call: Spinelli residence @ 703-451-1779

Need Childcare or Pet-Sitting?

Red Cross-Advanced Childcare Certified teen sitter is available for after-school care, week-ends, evenings, or summer days.

Call/Text Liv: 571-888-6532

Newington Station Update - Jim Fox & The Mason Group



Available:

- 4 townhomes with list prices from \$299,000-420,000
- 1 detached homes with list price of \$485,000

Under Contract:

- * 5 townhomes with list prices from \$319,900-429,000

Sold:

- 2 townhomes with net sold prices from \$375,000-381,000



**Jim Fox, Terry Moore &
Ki Hatch**

703-755-0296 (direct)

800-382-2345 (toll-free & fax)

Email: info@masongroup.com



Top Producers with 40+ years of experience!

NCA Calendar

November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Trash Timing: Monday & Thursday- Placed out for pick-up NO EARLIER than 5PM Tuesday & Friday - Placed out for pick-up NO LATER than 6AM				1 White Goods Pickup ¹	2 Trash & Bulk p/u	3
4 Set Your Clocks Back 	5 FCPS No School - Student Holidays	6 Trash & Recycling 	7 7pm NCA Board Mtg** (Pool House) Yard Debris*	8 White Goods Pickup ¹	9 Trash & Bulk p/u	10
11 ★ Veterans Day ★	12	13 Trash & Recycling Newsletter Deadline	14 Yard Debris*	15 Newsletter Deadline White Goods Pickup ¹	16 Trash & Bulk p/u	17
18	19	20 Trash & Recycling	21 Yard Debris*	22 Happy Thanksgiving Day	23 NO TRASH SERVICE (see page 8 for details)	24 TRASH SERVICE WILL OCCUR on Sat 11-24
FCPS No School - Thanksgiving Break						
25	26	27 Trash & Recycling	28 Yard Debris*	29 White Goods Pickup ¹	30 Trash & Bulk p/u	

NOTE: ¹White Goods pick-up on Thursdays (i.e., refrigerators, dishwashers, etc.). Contact American Disposal at 703-368-0500 24 hours in advance. There is an additional cost to residents for this service. For more details, refer to NCA trash policy at:

<http://www.newingtoncommunity.org/NCA%20Documents/TrashPolicy.pdf>

NEWINGTON COMMUNITY ASSOCIATION
*** At Newington Station ***
P.O. Box 351, Springfield, VA 22150
703-455-3606; Fax 703-455-0013; www.newingtoncommunity.org

EXTERIOR PROJECT REQUEST FORM
Submit form for any exterior addition, alteration, modification or change

Name: _____ Date: _____
Address: _____
Property Address: _____ Lot #: _____
Telephone #: Home: _____ Work: _____ Cell: _____
Owner's Signature (or authorized agent): _____

Type of Project (check one)

- | | | |
|--|---|---------------------------------------|
| <input type="radio"/> Addition | <input type="radio"/> Gutters/Downspouts | <input type="radio"/> Shutters |
| <input type="radio"/> Deck or Patio Enclosure | <input type="radio"/> Landscaping | <input type="radio"/> Siding |
| <input type="radio"/> Door | <input type="radio"/> Other | <input type="radio"/> Walkway |
| <input type="radio"/> Exterior Painting Project | <input type="radio"/> Roof | <input type="radio"/> Windows |
| <input type="radio"/> Fence | <input type="radio"/> Shed | |

Description of Above Project:

Colors _____ (sample required for all requests)

Size _____

Style _____ (pictures preferred)

Materials _____

Area of house/yard where project is being done. If necessary, include a sketch or site plan with home location and indicate where the alteration will be located on the property.

NOTE: Deck Projects/Additions - Neighbors must be informed. Provide plans that will be submitted for Fairfax County building permit.

Estimated Start Date: _____ Estimated Completion Date: _____

Consult NCA Architectural Standards for existing policies. Applicant is solely responsible for obtaining Fairfax County building permits and adhering to Fairfax County codes as they relate to drainage, etc.

Please mail this request to the above address. Enclose a stamped, self-addressed envelope. A copy of this request will be **returned to you within 30 days** of NCA receiving this form. Wait for a reply before buying materials or starting any project.

----- office use only -----

ARCHITECTURAL REVIEW ACTION

Advisory Committee:

Date received: _____

Date of action: _____

Holding for additional info.: _____

Forwarded date: _____

Recommendation: _____

Chairperson: _____

Comments: _____

Control Committee:

Date received: _____

Date of action: _____

Date returned: _____

Request is: Approved/Disapproved*

Comments: _____

(NCA Board President) (date)

(NCA Board Vice Pres.) (date)

(NCA Board Secretary) (date)

Section 4. Material and style: (9/74, 8/07, <u>Month/18</u>) Only the use of exterior materials existing on the parent structure or compatible with the architectural design character of the community will be approved. All building materials must be in accordance with Fairfax County Code.	Commented [SP1]: This document contains only the proposed revision to the NCA Architectural Standards and has been reformatted for efficient printing in the NCA newsletter. The full Architectural Standards are available via the NCA website.
<p>Only those areas that are painted should be repainted; those areas that are stained should be re-stained; unpainted surfaces and unstained areas shall remain unpainted and unstained <u>unless approved via an Architectural Request Form</u>.</p>	Commented [SP2]: No changes were requested October 3 by community/board.
ARTICLE IV – DECKS FOR HOUSES (7/90, 8/07, 8/17)	
Section 3. Material: (8/07, 8/17, <u>Month/18</u>) Decks must be constructed of pressure treated wood, plastic lumber, or composite lumber. Composite and/or plastic lumbars must be comprised of at least 90% recycled materials. <u>In Newington Woods and Newington Place, the wood must be left to age naturally, except that a clear preservative may be used. In Newington Glen, the wood may be left to age naturally, but if stained, must be the same color as the trim on the townhouse.</u> Composite or plastic lumber must be a wood tone.	Commented [SP3]: Modifying because previously approved standards resulted in numerous colors within and between townhouses in Newington Glen. No changes were requested October 3 by community/board.
Section 4. Overall requirements: (8/07, 8/17, <u>Month/18</u>) Decks are to remain entirely behind the house. Decks must be set back a minimum of 1 foot from each side lot line for all townhouses in the inside of a row. In the case of an end unit, the deck or stairs may come to the side lot line on the side of the townhouse that has no adjacent house, but the deck or stairs may not wrap around the side. The set back on the common-wall side must be a minimum of 1 foot. <u>Exceptions to this setback, based on construction requirements, will be considered on a case-by-case basis.</u>	Commented [SP4]: Adding language so that necessary construction requirements can be met, especially in townhouses. Per October 3 Community Comments: •Removed language (about direct neighbors) which was redundant to language earlier in the Article
ARTICLE VI – OTHER PROJECTS	
Section 3. Awnings/patio covers/patio umbrellas: (9/74, 4/89, 8/07, <u>Month/18</u>) The installation of awnings over windows and doors is prohibited within the Association. Retractable awnings over decks and patios within in the Association will be considered on an individual basis.	Commented [SP5]: Updated to reflect commonly-found 9 and 11-foot diameter patio umbrellas No changes were requested October 3 by community/board.
Section 5. Fences: (9/74, 11/93, 8/07, <u>Month/18</u>) Fences may be constructed only in side or rear yards and shall not extend into the area between the street and the front building restriction line. Fences for Newington Woods end units, where entrances are not into a brick front, must not extend past the rear building restriction line. Fences may not obstruct sight lines for vehicular traffic.	Commented [SP6]: Modifying because previously approved standards resulted in numerous colors within and between townhouses in Newington Glen. No changes were requested October 3 by community/board.
All fences must be constructed of oak, cedar, composite lumber or pressure treated wood and left unstained to weather naturally. <u>except fences in Newington Glen which, if stained, must match the color of the exterior trim on the townhouse.</u> Composite wood must be a wood tone. A clear preservative may be used on all fences. Chain link, window screen material, lattice, or galvanized metal fencing is not allowed. The following conditions require fence repair, replacement, or removal: section leaning/falling over; section loose from post; rotted boards; missing boards; significantly warped boards; missing gate; boards rotted, missing or warped in gate; gate hanging loose from post; boards stained or painted color other than natural wood <u>(except Newington Glen stain as cited above).</u>	
Section 11. Painting/staining: (9/74, 4/89, 11/93, 6/95, 8/07, 7/08, <u>Month/18</u>) In Newington Glen, each cluster must remain stained the same color hue. All stains must be solid, not transparent.	
In Newington Place, the two outside/end units must look alike. The two adjoining/center units must look alike. Paint and stain colors must be consistent with the aesthetics of the community. Chipped or peeling paint must be repaired. Areas of bare wood must be painted.	
<u>Brick walls of a house may be stained but not painted. All brick, whether stained or unstained, must match including but not limited to: walls, carport, garage, and chimney. All must be of an approved color so as not to attract undue attention. Applicants in the townhouses must notify the neighbors and request written acknowledgement and</u>	Commented [SP7]: Addition per community request. Per October 3 Community Comments: •Removed wording excluding townhouses. •Removed preparation steps •Added standard language regarding notification of

comments about the pending brick staining from the two adjacent neighbors/homeowners. These comments must be submitted to the Community Manager along with the Architectural Request Form.

Section 13. Play equipment: (9/74, 4/89, Month/18) Play equipment such as swings, slides, and playhouses are acceptable, provided that such equipment is located directly behind the house. Play equipment must be maintained in good condition and in such a manner so as not to create a safety hazard or unsightly appearance and may not exceed 10 feet in total height. Private play equipment shall not be installed on common grounds. Exceptions to the height limit will be considered on a case-by-case basis.

Commented [SP8]: Per October 3 Community Comments:

- Added sentence to potentially allow for commonly available play structure heights.

Commented [SP9]: Per October 3 Community Comments:

- Removed reference to Woodmere

Section 19. Stoops and lead-in sidewalks: (11/93, 4/96, 8/07, Month/18) Front stoops and lead-in sidewalks may be constructed of concrete, slate, paving stones, or brick and may not be painted. If the brick of a home is stained, staining of the front stoop will be considered on a case-by-case basis. They must be maintained in good condition and void of cracks or crumbling. The surface must be on the same plane; sections that have dropped or raised must be repaired or replaced. No outdoor carpeting or painting of stoops and sidewalks is allowed. Other materials will be considered on an individual basis.

Section 25. Pools, spas, and hot tubs: (Month/18) All spas and hot tubs must be set on a ground-level slab behind the home, unless allowed by Fairfax County permit. Pools may only be built in the back yard of single family homes.

Commented [SP10]: This section is new and being created to address void

Per October 3 Community Comments:

- Added language to allow spas and hot tubs off ground level, if County permits
- Removed all references to safety
- Applied the standard permitting language to this section

Tentative Architectural Control Committee and Board approval of the proposed architectural plans must be obtained before applying for the necessary Fairfax County building permit(s). When the NCA Architectural Request Form is submitted, the plans and plat must be identical to those which will be submitted to the County. Final NCA approval is contingent on Fairfax County approval of the plans and on the building permit(s) being issued. Any exterior design change must be resubmitted to NCA for final approval.

Because Newington Station has different distinct house styles and the topography for each home varies, each request will be assessed individually considering the house style and the surrounding environment.

Section 26. Outdoor fireplaces (Month/18)

A non-portable, outdoor fireplace, such as a built-in fire pit or outdoor kitchen, must be constructed of steel, concrete, clay, brick, or other noncombustible material.

Commented [SP11]: This section is new and being created to address void

Per October 3 Community Comments:

- Removed all references to safety
- Removed anything related to portable fireplaces, grills, and open burning
- Applied the standard permitting language to this section

Tentative Architectural Control Committee and Board approval of the proposed architectural plans must be obtained before applying for any necessary Fairfax County building permit(s). When the NCA Architectural Request Form is submitted, the plans and plat must be identical to those which will be submitted to the County. Final NCA approval is contingent on Fairfax County approval of the plans and on the necessary building permit(s) being issued. Any exterior design change must be resubmitted to NCA for final approval.

Because Newington Station has different house styles and the topography for each home varies, each request will be assessed individually considering the housing style and the surrounding environment.

Section 27. Non-enclosed patios (Month/18)

Patios may be built in front of or behind the house. Permeable or non-permeable pavers, bricks, slate, tile, stone, or stamped or poured concrete, or other common patio materials may be used. Materials must be of an approved color so as not to attract undue attention. Patios may not be painted.

Commented [SP12]: This section is new and being created to address void and commonly asked questions. No changes were requested Oct 3 by the community/board

Plans submitted on the Architectural Request Form must include: dimensions, placement in relationship to the house, shape, foundation, and water management and will be considered on a case-by-case basis.

Patios must be graded at a minimum rate of 1/8" per running foot away from the house. Patios must be set back a minimum of 1 foot from the rear lot line and 1 foot from each side lot line. In the case of an end unit townhouse, the patio may come to the side lot line on the side of the townhouse that has no adjacent house but may not wrap around the side.