

**COUNCIL OF CO-OWNERS OF FAIRLINGTON MEADOWS  
POLICY RESOLUTION NO. 08-03-06  
EXTERIOR ARCHITECTURAL CRITERIA**

WHEREAS, Article VII, Sections 12 and 15 of the Bylaws empower the Board of Directors of the Council of Co-Owners (“the Board”) to adopt rules and regulations and to add or repeal rules of conduct set forth in the Bylaws; and

WHEREAS, the Board desires to continue the physical character of the condominium as established during the initial development of Fairlington Meadows, to honor its historical provenance, and to provide specific design guidelines to property owners for subsequent improvements, modifications, and renovations; and

WHEREAS, the Board desires to establish more definitive guidelines to preserve a consistent, high quality of appearance, to assure compatibility among improvements, and to protect and enhance the community’s overall value; and

WHEREAS, Article VII, Section 11 of the Bylaws prescribes a number of areas pertaining to architectural harmony but does not specifically address items such as permanent exterior lighting, exterior doors, installation of cable systems and installation of fence gates; and

WHEREAS, the Board desires to provide regulations for Fairlington Meadows homeowners who seek to modify, change, replace, or otherwise improve external fixtures, architectural elements, or any other appendages that affect the historical and architectural integrity of the condominium; and

WHEREAS, this document is intended to provide clarification to the unit owners of the application of the Bylaws as they relate to exterior architectural criteria and to address other architectural issues which have recently come before the Board for consideration and determination; and

WHEREAS, all other By-laws and rules of conduct already contained in the Association’s governing documents shall remain in full force and effect, except as otherwise specifically stated herein.

NOW, THEREFORE, it is hereby RESOLVED that the following policies, rules of conduct and responsibilities shall apply throughout Fairlington Meadows with respect to exterior architectural criteria:

***SECTION A – General Guidelines:***

1. Architectural elements are defined as: exterior doors; door hardware; storm doors; window shutters; front and rear lighting; structures and other items in the limited common areas; the fences and gates surrounding the patios; decks; porches and patio surfaces in the patios; and installed television and media cable.
2. The Board will maintain a Buildings & Grounds Committee (B&G). The responsibilities of B&G include preparing and updating guidelines for consideration and approval by the Board of Directors, reviewing architectural-related homeowner requests (see Item #3 below), and making recommendations for the Board's consideration. The Board and Management will maintain records of architectural recommendations, homeowner requests and subsequent Board decisions, approvals and denials.
3. The Chair(s) of B&G will review proposed improvements for meeting criteria and standards only, and will make a recommendation to the Board for final approval. It is the homeowner's responsibility to comply with all applicable federal, state, and local building codes as well as the Bylaws and the Rules of Conduct of Fairlington Meadows. These can be found in the Resident's Guide, on the website at [www.fairlingtonmeadows.com](http://www.fairlingtonmeadows.com) or by contacting the management agent.

## ***SECTION B – Exterior Doors (Permanent Security Doors)***

1. The size, design, location, material, and color of a newly-installed exterior security door (these are the main locking doors of the unit – not the storm doors) must be compatible with the building's existing exterior doors. Front door window glass designs and shapes must match the existing door, as should the number and size of the panes.
2. The entrance direction of an exterior entry door cannot be altered without obtaining prior written approval from the Board. (Example: opens inward to the left or opens inward to the right.) Doors may not open outward.
3. Reflective glass and reflective materials that create a "mirror" effect on exterior security doors from the outside are prohibited. Frosted, tinted, etched or painted glass is prohibited.
4. Metal, vinyl or other fabricated exterior security doors are prohibited. Doors must be made entirely of wood and conform to the existing "six - panel" style.
5. Installation of a French door (with clear glass panel windows extending the full length of the door) is permitted as a replacement for the back door. French doors are not permitted as front door replacements.
6. As stated in Article VII of the Fairlington Meadows Rules of Conduct, Section 11, (f): "Exterior doors may be painted only in colors approved by the Board. Doors are painted as part of the on-going painting cycle."
7. Natural wood doors, if not painted in one of the approved colors, may be finished in either a mahogany, walnut or cherry color stain with appropriate weatherproof coats of clear protective finish. If the homeowner elects to stain the front and/or back door(s), he or she is responsible for maintaining the door's appearance at his or her sole expense and to community standards as determined by the Board. Association painters are not responsible for staining doors and the association assumes no responsibility for the maintenance of stained doors.

### ***SECTION C -- Storm/Screen Doors***

1. Only metal or wood storm doors are permitted. Metal storm doors must be either black or white in color. Wooden storm doors should be of a mahogany, walnut, or cherry finish or painted to match the color of the existing exterior door. The homeowner is solely responsible for painting wood storm doors and these doors must be maintained to community standards as determined by the Board.
2. The entrance direction of a storm/screen door cannot be altered without obtaining prior written approval from the Board. (Example: opens outward to the left or opens outward to the right.)
3. Newly-installed storm doors may not be overly-ornate or massive in design (examples: scrolls, bars, filigree, "theme" scenes). Storm/screen doors may be partial view or full view.
4. Storm door glass shall be clear. Frosted, tinted, etched or colored stained glass is not permitted. Screens shall be standard dark or silver colors only.

### ***SECTION D – Individual Unit’s Front and Rear Entrance Lighting***

1. Newly-installed exterior lighting or alterations to existing exterior lighting must be compatible with historic Colonial Revival-style fixtures and must be represented in finishes of cast iron (black), brass (polished or burnished), or bronze only.
2. Overly-ornate exterior light fixtures, or fixtures out of period design, or those that establish an independent "theme" conflicting with the overall Meadows "street scene" are not permitted. (Examples of inappropriate lighting fixtures include: any type of spotlight, Victorian globes, Mission-style lanterns, or Modern chrome pendants.) The size of the fixture shall be in keeping with those that currently exist in the community. No oversized fixtures will be permitted.
3. Preferably, the glass panes or globe of the light fixture should be frosted white. The panes or globe shall not have logos, words or designs painted, adhered to or etched onto them.

4. Exterior light fixtures are permitted on only one side of the front or rear entrance. Installation of light fixtures on both sides of the front or rear entrances is not permitted. Lights must be installed using the existing fixture and power line hole in the side of the building. No new holes in the building exterior are permitted. Any gaps shall be sealed in a proper and workmanlike manner and at the homeowner's sole responsibility and expense.
5. Installation of new exterior fixtures must conform to Underwriters Laboratories (UL) standards and must contain the term "UL Listed" (and **not** statements such as "all fixtures are manufactured from UL-approved components"). Underwriters Laboratories is an internationally recognized, nonprofit safety-testing agency. The National Electrical Code, as well as the laws in most states, require that fixtures be approved by a recognized, independent safety testing agency before they can be legally installed.
6. New exterior fixtures must be marked with a "damp location" or a "wet location" label (either UL damp-or-wet location listing or another recognized, independent safety agency rating).
7. Exterior light fixtures operated by motion detectors are not permitted.
8. Colored lenses/bulbs are not permitted. As stated in Article VII of the Fairlington Meadows Rules of Conduct, Section 11, (g): "Outside front illumination is to be with standard white bulbs." Through this Resolution this By-law item is expanded to include rear illumination, as well.
9. Total wattage for each exterior fixture is not to exceed 75 watts. Light fixtures must be directed in such a way as to illuminate only the limited common element area (patio) of the homeowner installing the fixture so as not to interfere with adjacent neighbors' patio usage or in-home comfort.

#### ***SECTION E – Limited Common Element (Patio) Entrance Gates***

1. As originally installed, gates to the patios should open inward to the interior of the patio.
2. Any homeowner who wishes to modify the gate or gate entrance to the patio must obtain written approval in advance from the Board of Directors.
3. Additional permanent or temporary wire or steel security gates may not be installed either on the interior or exterior side of the gate/gate entrance.

4. Homeowners may install additional gate security on the interior side of the gate (for example: a padlock or additional security latch.) However, as outlined in Article VI, Section 5, (a) and Article VII, Section 7, (c), “. . . a Management Agent or any other personnel authorized by the Board of Directors has the right to remove these items to gain entrance in case of an emergency and the Association accepts no liability for damage or replacement.”

***SECTION F – Installation of Television or Media Cable***

1. The homeowner will ensure that the cable installer abides by all of the provisions of ***Exhibit “A” to Fairlington Meadows Cable Television Contract with COMCAST***, provided as an attachment to this Resolution.
2. The homeowner will be held solely accountable and liable for ensuring proper installation of television and media cable and will be responsible for working with the cable provider or any designated subcontractor to correct any improperly installed cable.

***SECTION G – Decks, Porches and Other Surfaces in the Patios***

1. Patio decks shall be one step or more lower than the kitchen floor.
2. Decks shall be made of pressure-treated wood or fabricated components that resemble wood planks.
3. Decks shall be free-standing and shall not be attached to the building or the fences.
4. Patio surfaces shall be sloped away from the building to ensure proper drainage.
5. Elevated deck designs that interfere with one’s neighbor’s enjoyment of his or her patio will not be permitted.

## ***SECTION H – Porch Railings***

1. A homeowner wishing to install a front porch railing must present a proposal to the Board for review and approval. Only one railing is permitted on the front porch. The railing must be installed far enough to the side of the porch so that it does not impede ingress and egress to the building.
2. An Arlington County permit is required to install porch railings. The homeowner is solely responsible for obtaining and paying for such permit.
3. Front porch railings will be black metal only and support balusters shall be straight, square and plain. No ornamentation of any kind is permitted on the railings.
4. The railing should be attached to the face of the building in two places only and to the brick porch as necessary. The front vertical support shall be installed into a small, concrete-filled hole directly in front of the porch and not into the concrete walk.
5. The homeowner is solely responsible for the cost of purchasing and installing the railing. The installation of the railing must be in accordance with the provisions of the County permit, a copy of which will be provided to the Board.

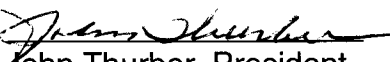
## ***SECTION I – Window Shutters***

1. Homeowners are not permitted to install exterior window shutters on any of the windows. The Association provides and maintains exterior window shutters.

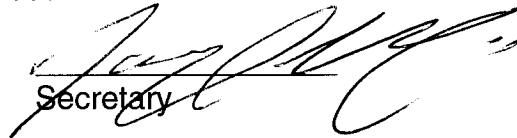
**SECTION J – Solar Panels**

1. No solar panels of any type or size shall be placed or installed on the roofs, building surfaces or fences. Solar panels are not permitted in the common areas.
2. Solar panels installed in the patios must be at least 18 inches from adjacent fences and no part of the panel structure shall be higher than the top of the lowest section of fence. Electrical or utility lines of any type must enter the building through the back wall only and the penetration must be kept as small as possible. The penetration point shall be no higher than 24 inches above the ground or patio surface. Solar panels shall not be positioned in any manner whereby the reflection of the sun off the panel surface is an annoyance to neighbors.

**COUNCIL OF CO-OWNERS OF  
FAIRLINGTON MEADOWS**

By:   
John Thurber, President

I hereby certify on this 3<sup>rd</sup> day of August, 2006 that the Board of Directors duly adopted the foregoing Resolution.

  
Secretary

COUNCIL OF CO-OWNERS OF  
FAIRLINGTON MEADOWS

RESOLUTION ACTION SHEET

Resolution type: **Policy**  
Subject: **Exterior Architectural Criteria**

Number: 08-03-06

Duly adopted at a meeting of the Board of Directors held on  
3 August, 2006.

Motion by: John Thurber

Seconded by: David Andrews

VOTE:                      Yes                      No                      Abstain                      Absent

John Thurber ✓  
President

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David R Andrews ✓  
1<sup>st</sup> Vice President

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Liz Falster ✓  
2<sup>nd</sup> Vice President

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[Signature] ✓  
Secretary

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Alma N. Kim ✓  
Treasurer

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Attest: [Signature] Secretary

**Exhibit “A” to**  
*Fairlington Meadows Council of Co-Owner*  
*(“the Association”)*  
**Service Agreement with “the Company”**  
*(COMCAST)*  
*May 22, 2008*

**GUIDELINES FOR CABLE INSTALLATION**

- The Company agrees to follow the guidelines for cable installation within Fairlington Meadows. The Company’s contractors and subcontractors will be given copies of these guidelines prior to doing any work in Fairlington Meadows, provided such copies are made available to the Company.
- Unit owners or residents who ordered cable service are responsible for making sure that the following guidelines for cable installation are adhered to. The unit owner or resident will also make sure that the cable installer is given these guidelines prior to installation and that these guidelines are followed. Should the guidelines not be given to the installer prior to installation, the Company shall not be liable for any installations that do not adhere to the guidelines.
- The unit owner or resident who ordered cable service will notify the Association’s property manager (Jason Eglin 703-631-7200 x212 or whoever is property manager at the time) prior to cable installation on Fairlington Meadows property. The on-site maintenance personnel will oversee the installation of the cable to ensure compliance with these guidelines. If work is to be done on weekends, arrangements will be made to have an Association representative available for oversight.
- Any damage caused to the grounds as a result of cable installation will be repaired at the Company’s expense. Damage assessment and recommended remedial actions required will be made by the Association’s Buildings and Grounds Committee or Board of Directors.
- Cables on the exterior of the units will be cut to fit. No excessive looping of cable or excess cable length is permitted.
- In the situations where conduit tubes are used to enclose the cable, the tube shall not extend more than four (4) inches above the surface of the ground. The Company permits the Association to trim back tubes that extend more than four (4) inches above the surface of the ground as long as not damage is done to the cable. The Company permits the Association to paint the tubes to color match the adjacent fences.

- Cables will be inserted into the back face of the building at or near ground level but no higher than one foot above the ground. The point of insertion may be within the enclosed patio. The only exception to this above provision is for Braddock units in “B” buildings. Installation of cables in the side or front walls of the buildings is not permitted. There are no exceptions to this provision.
- The Association will provide the Company with a list of the Braddock units and the B-Buildings. The unit owners or residents are responsible for ensuring the following guidelines are followed. Exhibit B to this Agreement provides the description Fairlington Meadows B-Buildings and the list of B-Building addresses.
- Installation of cable on Braddock units will be in accordance with the following provisions:
  - Cable will be run vertically up the back wall of the building. There will be no excessive loops, droops of excess cable length or unnecessary angles in the cable installation.
  - The cable will be run as close to the drainpipes as possible to make the cable as least visible as possible.
  - Cables will not be attached to the drainpipes.
  - Cable attaching staples will be installed into the mortar only and the staples will be as small and non-destructive as possible.
- All permanent cable leading up to the buildings will be buried.
- Only black cable will be used for all cable installation. Colored cable is acceptable only for temporary service.
- Temporary cable line laid on the ground will not be left in place for more than thirty (30) calendar days.
- All holes made in the buildings will be tightly grouted around the cable. Black plastic hole-cover caps are permitted.
- It is permissible to attach cable couplings to the base of the fence posts, but no higher than six inches above the ground. Couplings are not to be attached to any other part of the fences or to the buildings. Cables attached to buildings above six inches above ground level are permitted only for access to Braddock units.

- The Company must remove all visible abandoned cables. This includes cables above the ground, attached to the buildings, and at the service junction pedestals.
- Any new or replacement junction pedestals will be located behind the buildings. The Company must maintain all junction pedestals in a neat and professional manner. This means that loops or tangles of cable will not be permitted and that the pedestals shall have covers that hide the cable connections completely.

### *REMEDIAL ACTIONS*

- As soon after signing this agreement as possible, the Company will send a crew through the Association's property and remedy as many of the existing violations of the above guidelines as possible.
- Particular attention will be paid to the junction pedestals and the abandoned cables protruding from the ground, and coiled lengths of cable attached to the fences.