

## ARCHITECTURAL GUIDELINES

Over the years, the Arbor has developed architectural guidelines to provide general guidance to the community on issues that arise repeatedly. Before contacting the Arbor Office about a variance (see page 34), owners should consult the guidelines below.

### ANTENNAE AND SATELLITE DISHES

Antennae and satellite dishes are permitted in the patio areas, but they may not be attached to the exterior of the units or the patio fence. No portion of the antenna or satellite dish may appear above the top of the patio fence's horizontal plane. Detailed guidelines are contained in the official policy found in **Appendix D** to this Handbook. *No variance is needed if the antenna or dish satisfies those requirements.*

### AWNINGS

No awnings are allowed over windows or doors whatsoever

### DOORS

Owners are responsible for the doors to their units and their upkeep.

***A Variance Request is required to replace any front, patio or screen doors.*** In addition, all applications for door replacements must abide by the Arbor door policies.

*To request a copy of the Arbor's Door Policies or information on how to file a Variance Request, please contact the management office.*

### FALSE DOWNSPOUTS

Outside wires, cables, pipes, condensate and refrigerant lines, radon vents, and similar items are to be covered by false downspouts matching the size, profile, and color of the real downspouts. False downspouts should be located at the rear of the unit. False downspouts shall be vertical without bends or angles, shall extend to the roofline, and shall terminate at the eave or top of the existing gutter in order to look like a downspout. False downspouts are to be grouped next to each other so that there is not a series of downspouts running down the rear of the unit. ***If installing a new false downspout, a variance is required to ensure compliance.***

## FENCES

The fence around each patio unit is a common element. The Arbor is responsible for maintaining the fences and gates and replacing them when they have reached the end of their useful life. Residents who damage their fences or gates shall be responsible for the cost of repair. Fences should not be modified, painted, or breached other than as designed. *A variance is required for any changes to the structure of the fencing (for example, adding a second gate).*

## FLAG DISPLAY

The U.S. flag is usually the only flag that may be affixed to a unit on a consistent basis. Flags of other nations or U.S. states may be displayed on their national holidays or other special occasions. Flags should be of a reasonable size and the U.S. flag protocol found in Title IV of the U.S. Code should be observed.

## LIGHTING FIXTURES, EXTERIOR

**Back Porch Light.** Back porch light fixture maintenance and repair is the responsibility of the co-owner. Jelly jar or black carriage-style fixtures of a colonial-style are encouraged.

**Front Porch Light.** Front porch light fixture maintenance and repair is the responsibility of the co-owner. If a front porch light fixture becomes damaged and needs to be replaced, it should conform to the existing fixture style.

**Permanent additions or structures** attached to the buildings are not permitted.

**Courtyard Lights.** The Arbor maintains the courtyard lights. Please inform management of non-operating lights, as the staff is not always on-site when the lights are turned on.

## PATIOS

The Arbor assumes no liability for loss or damage to articles stored in or on the patios and it is not responsible for damages to anything built, placed, or planted in the patio area.

**Hot Tubs.** Hot tubs are permitted in patios if they conform to the Hot Tub policy adopted by the Board of Directors and available on the Arbor's website and at the office. Although permitted per this policy, patio hot tubs are rare in the Arbor, and owners are encouraged to contact the Arbor Office before proceeding.

**Landscaping Within Patios.** Co-owners may landscape within their fenced enclosures provided it does not negatively impact adjacent units or violate any

other policy. Importantly, all patio trees, shrubs, and vines must be kept trimmed so as not to impinge on roofs, gutters, or neighbors. If management determines that a tree, shrub, or vine in a patio requires care, management will notify the owner to remedy the situation in a timely manner. *If the owner refuses to address the overgrown or infringing plant, the Arbor may do the work and charge the owner the cost of the trimming or removal of the plant.*

**Invasive Plants.** Do not plant invasive plant species. Invasive plants have become a serious problem in natural areas of Arlington County and Fairlington. They damage the ecosystem, kill trees, and their root systems can cause damage, for example, to sewer lines. Detailed information on invasive species to avoid is available from <https://environment.arlingtonva.us/trees/invasive-plants/> In the Arbor specifically, the following invasive species have caused problems and should be avoided:

- English Ivy
- Bamboo of all varieties
- Mint (except if in containers)
- Bishop's ground cover
- Miscanthus Grass (of all types)
- Porcelain berry
- Sweet autumn clematis

**Sheds and other storage structures** must be constructed so as not to be seen from outside the fence.

**No gas or wood fired fireplaces** are permitted anywhere in Fairlington Arbor including, but not limited to, inside a Family Unit or on the exterior of a Family Unit, patio or porch.

In addition to the Arbor's policies, Arlington County Fire Code have strict regulations regarding the use of recreational fires and portable fireplaces that further restrict the use of such throughout the community:

(2015 VSFPC) 307.4.2 Recreational fires. Recreational fires shall not be conducted within 25 feet (7620 mm) of a structure or combustible material. Conditions that could cause a fire to spread within 25 feet (7620 mm) of a structure shall be eliminated prior to ignition.

(2015 VSFPC) 307.4.3 Portable outdoor fireplaces. Portable outdoor fireplaces shall be used in accordance with the manufacturer's instructions and shall not be operated within 15 feet (3048 mm) of a structure or combustible material.

**Patio Remodeling.** Brick, concrete and stone patios must be far enough distance from the existing fence so that fence work (repairs and replacements) may be completed as needed and gate functions are unimpeded. Any remodeling of patios should ensure proper drainage away from the building.

**Important:** The patios of every unit are considered limited common elements. Section Four of the Bylaws constitutes that any external change to the patios shall require a Variance Request.

External Changes are defined as: Any superficial or substantial structural or aesthetic variation to the limited common element

## **SIGNS**

Except as excerpted below, no sign, notice, or advertisement, other than those listed below, shall be inscribed or exposed on or at any window, without approval in writing by the Board, nor shall anything be projected out any window without similar approval. In the spirit of community inclusion and keeping with Arbor tradition, residents are reminded to adhere to the bylaws and ensure that decorations in the common areas are in good taste.

An exception to this rule is signs relating to the sale or lease of Arbor units. Such signs, which shall be no larger than 24 x 36 inches, are permitted when the property is on the market. No more than one outside sign shall be installed in the common area and in close proximity to the unit affected. A sale, rental, or lease sign may be placed in one window of a Braddock unit provided the sign is no larger than 24" x 36". No other units may post such signs in windows. No more than one sign for each real estate agency shall be placed at any court entrance and shall not obstruct the vision of vehicular traffic.

## **SKYLIGHTS**

No modifications, such as skylights, attic vents, sun tunnels, or fans are permitted on roofs because they breach the Arbor roofs, which are maintained by the Arbor. No exceptions.

## **WINDOWS**

Owners are responsible for the care and upkeep of the windows in their units. Replacement windows must be aluminum or vinyl with white trim, double (minimum) paneled glass, and a "six-over-six" pane pattern formed by grid bars approximately 3/4 inches wide, consistent with the appearance of typical Fairlington windows. Owners are encouraged to have the frame and sill of the window covered with aluminum or vinyl as well. A "four-over-four" pane pattern may be used in attic windows. *A variance is required for the installation of*

*new windows so that the Board can ensure that the above guidelines are followed.*

Owners may install windows in the gable area at the end of the building, only so long as they do not overlook a roof of an attached building and are the same in size and appearance as the existing windows in that unit. *A variance for such an installation is required.*