

**Halstead Glen Cluster Association Policy Resolution 2023-2**  
**GENERAL RULES AND REGULATIONS**

WHEREAS, the purpose of the Halstead Glen Cluster Association ("Association") is to maintain, improve and beautify for the use in common of all the members thereof, their families, guests and invitees, and to exercise and otherwise implement all benefit and protection of HGCA and its individual members;

WHEREAS, the Halstead Glen Cluster Association ("Association") Board of Directors ("Board") wishes to establish rules and regulations regarding the general operation of the Cluster;

NOW, THEREFORE, BE IT RESOLVED THAT the Board hereby adopts as part of the Association's Rules and Regulations the following guidelines:

**II. RULES AND REGULATIONS**

**A. Maintenance of Townhouse Units**

Maintenance affects the visual character and economic values of the property and the neighborhood, and in some cases also affects the safety of residents and guests. Therefore, it is the responsibility of the homeowner to keep their property maintained. This includes but is not limited to structural maintenance, for example:

1. Repairing chipped, peeling, or discolored paint using the same shade of the original paint (the Reston Association approved color on file with the Design Review Board).
2. Replacing broken windows and missing screens.
3. Repairing or replacing rotten or missing wood trim or siding.
4. Cleaning dirty or moldy siding or trim.
5. Repairing, cleaning, and maintaining fences and decks, which includes, but is not limited to painting and repair of loose and broken boards, spindles or railings.
6. Repairing or replacing broken or missing shutters.
7. Repairing or replacing rotten or damaged doors including garage and rear doors.

**B. Maintenance of Landscaping**

The landscaping within the boundary of the lot of each homeowner is the responsibility of the homeowner to maintain. Such maintenance can include, but is not limited to, mowing lawn, trimming trees and shrubbery, weeding and mulching flower beds, and removal of dead plants or trees. The Association is responsible for the maintenance of all landscaping in the common areas.

**C. Storage and Trash**

1. Trash and recycling may be left out no earlier than 5pm the evening prior to collection.
2. When not at the curb for pick up, trash and recycling should be neatly stored out of view of the street.
3. Oversized/bulk items such as furniture must be scheduled for pick up in advance by calling the association's trash company.
4. Trash shall not be allowed to accumulate anywhere on the exterior of the home.
5. The dumping of trash or any other items into the common areas is prohibited.

#### **D. Exterior Changes**

All exterior changes are subject to review and approval by the Reston Association. Applications for exterior changes should be signed by the Cluster Board and then submitted to the Reston Association Cluster advisor.

#### **E. Common Grounds**

The Association holds title to the common grounds for purpose of maintaining, improving, and beautifying them without profit to itself for the use in common of all the members thereof, their families and guests.

1. The placing or scattering of organic (plant trimmings, cuppings, or cuttings) and inorganic trash or waste on the common grounds, including wooded areas, is prohibited.
2. No vehicles of any kind shall be parked or operated on any common ground other than streets and parking areas. Vehicles include, but are not limited to automobiles, bicycles, motorcycles, mopeds, moving vans, and commercial/recreational vehicles (includes but not limited to buses, step vans, campers, mobile homes, trailers).
3. Other prohibited uses of common grounds include but are not limited to:
  - a. Building structures, such as fences, decks, and patios.
  - b. Storage of boats.
  - c. Individually-owned items including but not restricted to portable pools, swing sets, picnic tables, equipment, and tools.
  - d. Storage of personal use items of any type. Items stored on common grounds are subject to removal at the Board's discretion.
  - e. Advertising signs of any type are prohibited on common grounds with the exception of:
    - i. "Open House" signs or yard sale signs permitted from sunrise to sunset on the day of the event only.
    - ii. One sign indicating a townhouse for sale on the grounds of that unit (not on Halstead Glen common grounds), until the unit is sold.
4. Anyone causing damage to common grounds shall be held financially responsible for that damage.
5. Nothing shall be built, planted, or in any way added to or removed from the common ground without first obtaining approval from the Board and, when required, final approval from Reston Association and/or Fairfax County.
6. Work or lawn tools, bicycles, tricycles, wagons, carts must be removed from all common grounds, including public pathways, at the end of the day.

#### **F. Parking**

All townhouses are considered to have parking space for two vehicles. The owner's garage is one space, and their driveway is the second. All other parking spaces in proximity to the common grounds are considered visitor's parking.

1. Halstead Glen is private property. Therefore, parking on Halstead Glen grounds is limited to residents and their guests. All other vehicles may be towed at the vehicle owner's expense.

2. Any vehicle parked in other than designated areas, e.g. along curbs, in the roadway, in turnaround areas, or in fire lanes, is subject to immediate towing at the vehicle owner's expense.
3. All parking spaces are delineated by painted hash marks on the curb. Vehicles must be parked between these marks, so that no single vehicle occupies, or otherwise encumbers more than one parking space.
4. All residents are responsible for notifying their visitors of Halstead Glen's parking policy.

### **G. Towing Policy**

Vehicles parked in violation of any of the cluster's rules and regulations may be towed or removed from Halstead Glen property without notice. However, at the Board's discretion, if the vehicle does not constitute a safety hazard, interfere with the free flow of traffic access or parking space, or is not likely to cause damage to Halstead Glen property, the Board may elect to handle the situation in the following manner:

- a. Affix a notice of violation to the offending vehicle or equipment.
- b. If the violation is not corrected within 72 hours thereafter, then the offending vehicle may be towed or removed from the Cluster grounds without further notice.

### **H. Abandoned Vehicles**

Abandoned vehicles are not allowed on Halstead Glen grounds. Abandoned vehicles are subject to HGCA's towing policy and are defined as follows:

1. All vehicles must be in compliance with Virginia and Fairfax County registration and inspection statutes and ordinances.
2. No vehicle shall be allowed that constitutes a safety hazard or causes or is likely to cause damage to the property of the Cluster, as determined by the Board.
3. Inoperable vehicles may not be parked in the common area parking spaces.
4. No vehicle shall be allowed that contains trash, debris, or unsightly equipment or materials visible from outside the vehicle or that is used for storage of items.

### **I. Automobile Maintenance**

The Cluster is neither the appropriate place to maintain vehicles that will not run, nor the place to undertake major repairs.

1. Vehicles that chronically leak fluids such as oil, hydraulic fluid, or other petroleum products should be parked outside the Cluster until repaired.
2. Residents may use their driveways for minor repairs and maintenance of vehicles under the following conditions:
  - a. All liquids shall be properly contained, and any spills shall be cleaned up immediately and completely.
  - b. Storm drains may not be used for disposal of car fluids of any kind.
  - c. Work performed on a vehicle shall not create a situation where the vehicle or the surrounding area appears unsightly or blocks other vehicular traffic or parking.
  - d. No vehicle shall be left on jacks or blocks unattended for longer than 24 hours.

**J. Animal Control and Noise**

The residents of Halstead Glen have the right to expect the owners of these animals to prevent unsightly or unsanitary conditions where residents congregate, walk, jog, or children play. Residents of Halstead Glen should abide by all Fairfax County animal and noise ordinances such as, but not limited to:

1. Fairfax County leash laws.
2. Pet waste ordinances.
3. County/State noise ordinances can be found at:
  - a. [https://library.municode.com/va/fairfax\\_county/codes/code\\_of\\_ordinances?nodeId=THCOCOFAVII1976\\_CH108.1NOOR](https://library.municode.com/va/fairfax_county/codes/code_of_ordinances?nodeId=THCOCOFAVII1976_CH108.1NOOR) or:
  - b. <https://www.fairfaxcounty.gov/planning-development/zoning/noise-ordinance>

Any resident may report suspected violations to Fairfax County codes and/or ordinances directly to Fairfax County.

**K. Rental Property**

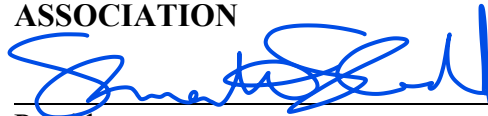
1. Each owner shall provide a copy of the current Rules and Regulations of Halstead Glen Cluster Association to all new tenants not later than the commencement of the occupancy. When updates to the Rules and Regulations are distributed, each owner shall provide a copy to their tenants within 30 days of that distribution.
2. Each owner shall provide to the Association within 30 days of a tenant's occupancy the following information:
  - a. Name(s) of all occupants in the unit;
  - b. Owner's address and telephone number; and
  - c. Name and telephone number of the property manager (if applicable).

This resolution was adopted at a duly called meeting of the Board of Directors on,

June 28th, 2023.

The effective date of this Resolution shall be June 28th, 2023.

**HALSTEAD GLENN CLUSTER  
ASSOCIATION**



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President