

**OLD WESTBURY CLUSTER ASSOCIATION  
RULES AND REGULATIONS 2022**

**GOOD NEIGHBOR POLICY (2021)**

All residents are expected to comply with the cluster policies. Compliance by all residents within the Cluster will help us maintain a clean safe and attractive environment for all.

Non-resident landlords are responsible for ensuring that their tenants are aware of, and comply with, the policies as well.

Things like turning on outdoor lights or clearing a snowy sidewalk keep us secure and prevent accidents. If you contemplate performing repairs or improvements (painting, siding, etc.), it is appropriate and neighborly to tell your neighbor of your plans.

Please remember – we share limited landscaped open space, sidewalks, parking and streets.

**ANNUAL ASSESSMENTS (88-1, amended 1997, 2008, 2022)**

Cluster assessments are established every year as part of the annual budget that is approved by the Board of Directors and presented at the annual homeowners meeting held every December. These assessments are payable in four installments and will be due on the dates set forth by the management company in place at that time.

If any homeowner fails to pay an assessment by the due date, the Board is authorized to take the following enforcement actions:

**OLD WESTBURY CLUSTER ASSOCIATION  
BILLING & COLLECTION POLICY  
(Resolution Approved by Board 2/15/22)**

<b>Timeline</b>	<b>Action Required</b>
Due date (1 <sup>st</sup> of month) + 30 days	Payment in full not received? Bill is reissued with \$25.00 late fee added.
Due date + 60 days	Payment in full (incl. \$25.00 late fee) not received? Bill is reissued with \$50.00 late fee added.
Due date + 90 days	Payment in full (incl. \$50.00 late fee) not received? Letter from Board to homeowner stating that if outstanding dues (incl. \$50.00 late fee) are not received within 10 days, the matter will be turned over to our attorneys for collection. Homeowner will be responsible for all court costs and attorneys' fees.
Due date + 90 days + 10 days	Payment in full (incl. \$50.00 late fee) not received? Matter immediately turned over to our attorneys.

## **PARKING (88-2, amended 1997 and 2022)**

Parking spaces in Old Westbury Cluster are very limited. Each household is entitled to two parking pad spaces and all owners are requested to park in their reserved space before parking any vehicle in limited street space.

On-street parking along Ridge Heights Road is available for Old Westbury overflow parking.

In order to comply with the orders of the Fairfax County Fire Marshal, street parking is only permitted on the side of the street adjacent to the sidewalk, as close to the curb as practicable. Parking on the side of the street opposite the sidewalk, or beside a yellow painted curb, is prohibited. Parking is prohibited within 15 feet of a fire hydrant.

Parking on the sidewalks is prohibited, as is parking on the pipestems other than on the two spaces allocated for each residence.

Boats, trailers, recreational vehicles and commercial vehicles larger than a standard sedan or mid-sized SUV cannot be maintained, kept or parked in Old Westbury Cluster, to include parking pads and streets. In cases where space permits (see good neighbor policy), Class B and C RVs and travel trailers under 25 feet may temporarily park for load-ins and load-outs not to exceed 36 hours. Space for these vehicles can be rented from the Reston Association at a special lot off Sunset Hills Road. Call (703) 437-7658 or email [CSFstaff@reston.org](mailto:CSFstaff@reston.org). Fees can be found on the Reston.org website.

All vehicles (cars, motorcycles, trucks) parked in the Cluster must be operational and have valid registration/inspection stickers and valid up-to-date license plates. Any vehicle found in violation of the above rules is subject to having a Notice of Violation placed on the windshield. If the vehicle is not moved within 24 hours of a violation notice being placed on the windshield, Old Westbury may tow the vehicle at the vehicle owner's expense. To recover a vehicle, call Fairfax County Police (703) 691-2131 (Non-Emergency Number).

## **VEHICLE MAINTENANCE (88-3)**

Vehicles with no license tags or with expired tags, abandoned vehicles or vehicles in disrepair are not allowed on the common property. If at any time such a vehicle is found on the common property, a notice saying the vehicle must be removed within 24 hours will be placed on the windshield. If the vehicle is not removed in 24 hours, it will be towed at the owner's expense.

## **TRASH, RECYCLING, AND YARD WASTE REMOVAL (88-4, amended 1995 and 1997)**

Trash collection for individual homeowners is contracted by the Association and the costs are included in cluster assessments to homeowners. Homeowners and residents will abide by the terms of the service agreement with the contractor.

Trash, recyclables and yard waste should be placed on the curb after sunset on the day before the scheduled pick-up. Emptied containers should be removed from the curb promptly on the day of

the pick-up. Violations of this rule will result in a written warning from the Board of Directors. Violations after the written warning will result in a fine to the homeowner not to exceed \$50.00.

### **YARD MAINTENANCE (88-5)**

Each homeowner is responsible for maintaining his own yard and must keep it neat and clean, cutting grass as needed to maintain an acceptable appearance. If the board of Directors finds that a homeowner's yard is not being maintained properly, they will send a written notice to the homeowner advising him of the unsatisfactory condition. If the homeowner still fails to maintain his property adequately, the Board of Directors will have the work done by an outside contractor and will bill the homeowner for all of the expenses.

### **LEASES (88-6, amended 1997 and 2019)**

No home in Old Westbury Cluster shall be leased or rented for short-term lodging or short-term rental, which is defined as any occupancy of a home for a period of less than 90 days.

All leases must be in writing.

Any homeowner who leases a home in Old Westbury Cluster must forward a copy of the lease and the name, address and telephone number of the property manager or managing agent within 15 days of signing the lease.

Failure to provide a copy of the lease and the name, address and phone number of any managing agent will result in a fine to the homeowner not to exceed \$25 per week of failure to comply.

Each lease shall contain the provision to the effect that the right of the tenant to use and occupy the house shall be subject and subordinate to the provisions of the Articles of Incorporation and Bylaws of the Old Westbury Cluster Association and any Rules and Regulations that the board of directors may promulgate from time to time.

### **DWELLING MAINTENANCE (95-1, amended 1997 and 2021)**

Each homeowner in Old Westbury is responsible for maintaining their dwelling and yard in good order. Siding and trim must be replaced and stained/painted as necessary to maintain a neat appearance.

If the Board of Directors of Old Westbury determines that a homeowner's dwelling exterior or yard is not being maintained properly, that replacement elements do not meet cluster design standards or that the colors of the siding, trim, shutters or door have been changed without approval, Old Westbury may contact the owner in writing, notifying the owner of the violation.

If the violation is not resolved to the satisfaction of the Board, the Old Westbury Cluster Board is authorized to forward a copy of the written notice to Reston Association in order to request assistance in enforcing the Old Westbury Design Standards and the duties set out in this Rule.

## **RESERVE STUDY (08-1)**

The Board of Directors is obligated to contract with an outside professional to conduct a reserve study periodically. This study will be updated at least every 4 years.