

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS CONTRACTOR GUIDELINES

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The following are guidelines that have been established for contractors conducting work on Association property. Please review and share them with your contractor prior to their commencing any work, so there is no question of what is expected.

- Contractor will not block hallway, porch, sidewalk, etc., with tools, cords, sawhorses, construction materials, debris, etc.
- Homeowner is responsible for all damage caused by contractor to walls, doors, door frames, carpet, grounds, etc., including accidental damage.
- No new penetrations of any kind will be made in any exterior building surface without the express written consent of the Board of Directors.
- If the project includes any snaking of drains, the snake MUST NOT be allowed to go beyond the pipes in the building to the exterior lines; otherwise, damage will be caused to the relined sewer lateral, for which homeowner will be held responsible. Pictures were taken of each of the lines following the relining, so it easily can be determined if damage has occurred. If there is intent to snake any lines, please have the plumber contact Meadows maintenance staff at (703) 820-6799 to schedule a time when someone is available to oversee that part of the work.
- Exterior doorway dimensions may not be increased or decreased to accommodate door sizes currently available in the marketplace. In some units this may mean purchasing custom doors that have been fabricated to fit the existing doorway dimensions.
- Contractor will not place building materials, etc., against bushes, trees, light posts, or court signs.
- Contractor will not lean ladders up against the gutters on the buildings, nor will contractor get onto the roof of a building for any reason.
- Contractor will not toss materials outside through the windows. All debris will be removed from the building through doorways in containers that prevent such debris from littering the property. Additionally, contractor will not sweep, blow or otherwise transfer debris from the job out into the common area; this includes shaking out drop cloths containing paint chips and such.
- If working in a unit with a patio, sawing/cutting must be done in patio area as much as possible. If this is not possible or is impractical, use of the front lawn or adjacent rear common area is permitted; however, power tools shall be unplugged or made inoperable when left unattended.
- Contractor may not post any signs advertising his business.
- Contractor may park in resident's parking space, in an unmarked, unreserved space, or on the street only, unless other arrangements are made. Contractor vehicles are subject to all Meadows Parking Regulations (including towing), and may not remain in the lot overnight, unless parked in the resident's own assigned parking space.
- Work area must be cleaned as needed, and left clean at the end of the day.
- All construction debris of any nature will be removed from the premises by the contractor at the end of the job or daily if needed, to prevent the build-up and storing of debris on the property. Nothing will be left behind for Meadows maintenance crew or Meadows trash/recycling hauler, including for the first-Saturday "Big Pickup." Additionally, contractor shall not place any job-related debris into Meadows trash barrels or recycling bins.
- Contractor will not dump paint or any other type of debris into the storm sewers, either on Meadows property or in the street drains.
- No loud music or talk radio may be played if it prevents other residents from the quiet enjoyment of their property.
- Contractor vehicles may not be driven over sidewalks or lawns. Wheelbarrows will be used to shuttle items from the parking lot to the job site, and shall be kept on the sidewalks only.
- Contractor will not create hazardous situations for residents.

- Restroom facilities at the maintenance shop (near the pool) are available only for contractors employed by the Association.
- Contractor shall ensure that all necessary permits are acquired from the County and properly displayed, for all work necessitating permitting. Work will be inspected as the County deems necessary. County permitting information can be located as follows:

Residential: <http://building.arlingtonva.us/resource/residential-building-permit-application/>

Mechanical: <http://building.arlingtonva.us/resource/mechanical-permit-application/>

Electrical: <http://building.arlingtonva.us/resource/electrical-permit-application/>

Failure to obtain any required permits is a violation of the law.

ESPECIALLY FOR B-BUILDINGS:

- Contractor will be mindful of noise in the hallways.
- Carpeting, including stairs, must be covered with a non-slip plastic surface. If carpet is stained or otherwise damaged, homeowner will be responsible for either cleaning the carpet or repairing it, as necessary, as determined by the Board. (This is especially important since we have replaced all the carpeting in the B-buildings.)
- Contractor will not store materials in the hallways.
- Contractor will not perform any sawing or cutting in the hallways.
- If working in a unit without a patio (i.e., Braddock units only) and sawing/cutting is done on the lawn, contractor will contain the workspace and maintain it in the manner described above.

ADDITIONALLY:

IN THE CASE OF REPLACEMENT WINDOWS:

- If the window frames and sills are damaged during removal and/or installation, or if there are wood framing strips or other areas that remain unpainted (including where the storm windows once were), and the contract does not include restoration and touch-up painting, then homeowner must hire a professional to perform the work. Residents may not perform exterior building repairs or painting for a number of reasons, including liability (if ladders are needed) and because the Board wants to be sure the work is completed to Association standards.

FOR INSTALLATION OF A NEW A/C UNIT AND CONCRETE PAD FOR B-BUILDINGS:

- If the contract calls for a new base to be installed, it is required that it be located in the same spot as the old. Further, if the pad will be larger in size, sufficient room must be allowed so that it will not affect any adjacent common area plantings, nor will it block access to the adjacent a/c unit belonging to another resident in the building, particularly as it pertains to servicing said unit. The old slab shall be removed from the property by the contractor.

FOR OUTSIDE VENTING:

- Any venting to the outside must utilize the current system, and any new penetrations to the exterior of the building are not permitted.

FOR PATIO WORK:

- If the ground surface of a patio is being "bricked-over," whether with bricks, slate or any other type of hard-surface material, it may affect the ability in the future to repair and/or replace buried utility lines within the patio enclosure. Should it become necessary to remove any or all of such hard-surface material to access the utility lines, or for any other reason, homeowner assumes full responsibility for such removal and for restoration of the patio, at his or her sole expense, and agrees to hold the Association harmless.

- If the project in the patio area requires coordinating with Miss Utility to mark any utility lines, it is incumbent on the homeowner/contractor to make those arrangements prior to beginning the work.

FOR OUTSIDE ELECTRICAL:

- 1) The hole through the building exterior shall be as small as possible.
- 2) The hole shall be placed as far below the level of the window sill as possible.
- 3) The outside box shall be mounted as flush to the building as possible, so as to be unobtrusive.
- 4) The power outlet box shall be rated for outdoor use.
- 5) The outlet box shall not be fastened to the fence.
- 6) The hole through the building shall be sealed with grout to prevent insect and water penetration.
- 7) The Association accepts no responsibility for damage to the unit caused by this installation, including but not limited to future events of water penetration.