



# THE WHEELWRIGHT

SPECIAL EDITION MAY 2015

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*The Board is considering some changes to cluster policies and will vote to approve these changes at the next board meeting. A draft of the amendments is listed below for your review. The Board requests any feedback be given by **Monday June 2<sup>nd</sup>** so it may be adequately reviewed before the vote. Please let us know your thoughts by emailing [wheelwright.cluster.assoc@gmail.com](mailto:wheelwright.cluster.assoc@gmail.com)*

## Trees Update

*The application for tree removal was sent to RA, however RA returned the application citing need of further information. They are requesting signatures from all affected parties. If you have an applicable tree on or near your property, please expect to be contacted by the board for your signature. This signature means you are aware of the application for removal. If you are not contacted by the board but would like to be registered as an affected party to be kept up to date with the process, please contact*

*Robert Chambliss of Reston Association at: [Rchambliss@reston.org](mailto:Rchambliss@reston.org) or phone 703-435-6578*

*As part of the changes in the new policies, the board will be forming a snow shoveling volunteer crew to assist those residents that might need help clearing the sidewalks during the colder months. If you are able to volunteer, please contact the board.*

## Refuse Pick up Days

***Monday: Trash and Recycling***

***Thursday: Trash***

## Proposed Amendments

### A Fines

A1 Fines may be levied against any property which is in violation of Wheelwright Cluster Policies. Except where expressly noted, the Board will attempt to notify any property owner in violation of a policy with a stated period in which the violation must be corrected. If the violation persists after this notice period, a household will be fined per the schedule that follows. Repeat offenders of the same policy waive their right to a notice period. If the violation exceeds 14 days the Cluster has the option of correcting the violation at the violating homeowner's expense.

### B Fine Schedule

B1 The amount of each fine level will be determined yearly, at the first meeting of the Board, and will remain at the approved level until re-evaluated the subsequent year.

<u>Level</u>	<u>Days past notice period</u>	<u>Amount</u>
Level 1	Day 1-14	\$5
Level 2	Day 14-21	\$10
Level 3	Day 21+	\$15

### C Notice

C1 It is each homeowner's responsibility to keep contact information up to date with the Board. The Board requires a current mailing address, email address, and phone number for all homeowners. In case of urgent or minor matters, the Board will attempt to contact homeowners via email or phone. Legal notices will be sent to the property address in Wheelwright Cluster unless alternative instructions have been given. Home owners must notify the Board as soon as possible, but no later than 1 month from changing a home's status from homeowner occupied to leased. Contact information for all lessees must be provided.

### D Holiday decorations

D1 Holiday decorations, including, but not limited to lights, inflatables and yard displays, must not interfere with any other property owners' quiet enjoyment and must conform to the family-friendly nature of Wheelwright Cluster. The Board is solely responsible for

determining the appropriateness of any décor in question. Holiday decorations should be erected no sooner than October 1st and removed no later than Feb 28. If decorations are not removed after a request of the Board, the Board has authority to remove the decorations, at the offending parties cost, which will become property of the Board.

E Winter Weather Policies

E1 Each homeowner is responsible for maintaining clear and safe sidewalks that touch their property.

E2 Frozen precipitation must be removed from the entire width of the sidewalk up to 4 feet wide to accommodate wheelchairs, strollers, and adults with children in hand.

E3 In case of accumulating winter weather, ice must be treated with sand/salt or similar melting/traction substitute and snow must be removed by NOON the day following the end of the weather event. If another weather event occurs, the clock will reset to the end of the most recent event.

E4 The Cluster may clear the sidewalks around private property when the owner fails to treat the property by the deadline. A penalty up to the actual cost of removal will be charged when this occurs.

E5 The amount of each fine level will be determined yearly, at the first meeting of the Board, and will remain at the approved level until re-evaluated the subsequent year.

<u>Level</u>	<u>Fine charged per season</u>	<u>Amount</u>
Level 1-	1 <sup>st</sup> offence-fee-	\$25
Level 2-	Additional offences fee-	\$50

E6 Please contact a member of the board if you need assistance in treating or clearing your sidewalk or anticipate a storm when you will be out of town BEFORE the need occurs.

E7 Residents should honor the golden rule and do their best to not park in spaces that have already been cleared by another property owner after a storm. As accumulations increase, this rule becomes proportionally true.

F Parking Policies

F1 It is up to Wheelwright residents to police parking policies and bring any violators to the attention of the Board. Persistent violators of parking policy will be fined or towed at owner's expense.

F2 All vehicles regularly parked on cluster property must be registered with, and approved by the Board. The Board has a right to limit the number of vehicles associated with each property to two, one parked in a non-reserved space, one parked in the reserved space assigned to their property. If any resident suspects a non-authorized vehicle is parking on Wheelwright Cluster property, please contact the Board immediately with as much information as you have regarding the vehicle and situation, so the Board may address the problem.

F2A If the number of total vehicles for any given property exceeds two, additional vehicles may be approved, as space allows, determined by the Board. Priority will be given to properties occupied by homeowners over properties occupied by renters.

F2B The procedure for approval of vehicles in excess of 2 per property will be determined by the board. The procedure will be reviewed annually and communicated at the annual meeting.

F2C Parking for visitors to Wheelwright Cluster is extremely limited. When hosting guests with multiple vehicles, please instruct guests to park along Old Crafts Dr. Vehicles which are identified to be in violation of Wheelwright Cluster policies will be towed at the owner's expense.

F3 Vehicles may not be parked in a manner which impedes clear passage of any sidewalk or other walking path. The parking pads in the lower cluster may only be used for loading and unloading. A fine may be levied against any unit in violation of the policy and/or the vehicle in violation is subject to immediate towing with no notice period.

F4 Residents shall park their motorcycles in the space assigned to the unit for which the owner resides. The space may be shared with a car, so long as both vehicles fit within the assigned parking space.

F5 Non-reserved spaces are to be used for "daily driving" vehicles. Non-reserved spaces may not be used for permanent storage of any kind, including, but not limited to, all vehicles or vehicle shelters of any type including but not limited to, portable garages, or canopies. A vehicle must move once every 7 days in order to be considered a "daily driver." Please contact the Board for a waiver of policy if you will be on an extended vacation or other circumstances require your vehicle occupy a non-reserved spaced for a period in excess of 7 days. A fine will be levied against any unit in violation of the policy. Repeat offenders may be towed.

F6 Type of approved vehicles: Parking in Wheelwright Cluster is limited to private use passenger vehicles.

F7 Moving containers are allowed but must be registered with the Board prior to delivery. The Board must approve the space and length of time for which it will be parked. The Board may also request the property with the moving container reduce the number of vehicles parked in the cluster while the moving container is present. A fine may be levied against any unit in violation of the policy.