

ISSUE
Spring
2019

Amberlea at South Riding Newsletter

Newsletters Act as Official Notice

In order to help keep costs down and be compliant with our By-Laws, important notices and communication with all units are frequently incorporated in the newsletter. It is your responsibility to read the newsletters and familiarize yourself with any new policies or changes involving the community. From time to time, management will also email or mail information directly to your home.

Resident Contact Information

Not receiving email blasts? Have you rented your property or have another offsite address? In order to ensure you receive important community information, please make sure our management company has your updated contact information. To update your information or provide an email address for future correspondence, please email property management at:

Amberlea@sfmtcinc.com.



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Parking Reminders and Enforcement

Parking in the Amberlea is limited, and as such, parking rules are strictly enforced. The Association asks that residents be mindful and respectful of others when parking in the community. Residents are advised that **garages and driveways should be utilized before parking on Common Elements**. Unit owners are responsible for ensuring that their tenants and/or guests comply with all parking restrictions.

- No unit shall park more than one (1) vehicle on any common element or parking space (with the exception of driveways) without prior written consent from the Board.
- No garage shall be used in any manner which would prevent the parking of the number of vehicles that such garage is designated to accommodate.
- Vehicles must be parked wholly within space lines.
- Vehicles must be parked with wheels **within two feet of the curb and with the right side of the vehicle adjacent to the curb**.
- No vehicle should be parked in an area designated as a No Parking area, either by sign, painted curb, or other means.
- All vehicles must conform to Commonwealth of Virginia and Loudoun County codes, ordinances, and statutes. **All vehicles must bear current license plates, registrations, sticker and certifications** as required by the Commonwealth of Virginia and Loudoun County.

- Boats, trailers, recreational vehicles, campers, mobile homes, public buses, and other similar vehicles are not permitted to park on any Common Element. These may be stored in garages out of public view.
- No vehicle shall remain parked on common elements or parking space (except driveways or garages) for more than 7 days. Any vehicle left idle in excess of 10 days will be considered abandoned.
- A vehicle shall be deemed to be a junk or derelict vehicle if it does not display valid state license/registration or inspection sticker or if it is missing any necessary parts, such as, but not limited to, tires, wheels, engines, door, truck, hood, wrecked or smashed body parts, etc. that are necessary for the operation of the vehicle on public or private Streets.

Vehicles in violation of the resolution and Condominium Instruments **are subject to being towed at the owner's risk and expense**.

The community is regularly patrolled by Empire Towing. If you think your vehicle may have been towed, please contact:

Empire Towing
44827 Old Ox Rd. Sterling, VA 20166
(703) 444-9040

Annual Meeting of Amberlea at South Riding Condominium Unit Owner's Association

Wednesday
May 22, 2019
6:30 PM
South Riding Center
42420 Unicorn Drive
South Riding, VA 20152

Other Upcoming South Riding Events

- April 20th 10AM - Noon
Spring Fling
Town Hall Green
- April 20th 8 PM
Flashlight Egg Hunt
Dunvegan Park
- April 27th 9 AM – Noon
Community Shred
South Riding Center
- May 4th 1 PM – 6 PM
Spring Festival
South Riding Center
- May 18th 8 AM
Community Wide Yard Sale
- June 7th 5 PM – 10 PM
June 8th Noon – 10 PM
Celebrate South Riding
Riding Center Drive & Ulysses Street
- July 3rd 5 PM – 9 PM
Star Spangled South Riding
South Riding Golf Club

For more information, visit
www.southernriding.net.



Spring Landscaping Updates

Spring is here and we know many units are in need of a landscaping revival.

There are flowers blooming and green grass growing after a cold winter. Spring is here! As of January, a new vendor, Premier Turf and Landscaping has been selected to provide mowing and landscaping services throughout the Amberlea. They also provided snow removal services this winter. While it was a mild winter, they did a fantastic job clearing the streets and sidewalks. Premier has recently been out in the community starting the spring clean-up and prepping for new mulch. The Association is aware that many units are in need of landscaping, shrub, and/or plant replacements.

Management is working with Premier Turf Landscaping, our new landscaping vendor as of January, to take an inventory and make an assessment of all units. The information gathered will help us analyze which units need to be addressed, what types of shrubs are thriving, and which are not. Based on sun exposure, soil content, and other data collected, Premier will then make recommendations for plants and shrubs that will flourish best in our areas.

Once we have an idea of the quantity of units that need replacements and the recommendations of Premier, we will consider

replacing with a priority given to units that have little to no remaining live plant life. A phased-in maintenance schedule will then be considered for all future replacements.

Please remember it is the responsibility of all home owners to routinely water all trees, plants, and shrubs on their property. Doing so will help ensure that plant life is well nourished and will help minimize replacement costs.

Owners are welcome to replace landscaping at their own expense with prior approval of the Board. To do so, please submit an Architectural Modification Form to management.

Architectural Modification Requirements

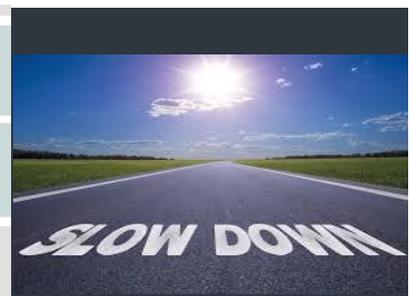
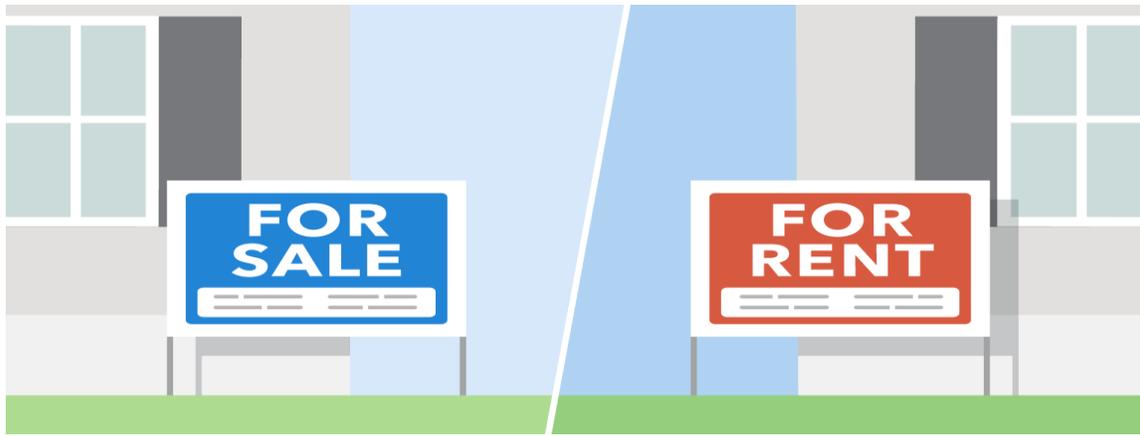
With the popularity of Ring and Nest doorbells, security systems, storm doors, and keypad door locks, it is important to note that per the Association bylaws, all exterior modifications must be approved by the Board prior to installation. Owners must submit an Architectural Modification Request Form which outlines the desired change and includes signatures of neighboring

units. The Application should also include pictures of any items being installed or replaced and the install location.

All exterior trim must match. For example, if you have a brass door handle, the keypad lock must also be in a brass finish. Storm door hardware must match that of the main door (handle, lock, and kick plate). Storm doors

must be white or match the color of the entry door with full-view glass (no etching or screens are permitted).

If you have already installed one of these items and have not submitted an arc mod form, please do so immediately to avoid receiving a violation. Please contact management with any questions or concerns.



Selling or Leasing Your Home?

With property values on the rise and summer approaching, more units are being listed for sale or for rent. As a condominium, there are certain restrictions and procedures that must be followed when selling or leasing your unit.

Selling Your Unit

Please contact SRP for HOA documents and SFMC to order the resale packet. These items are also available on the respective websites. All units must undergo a resale inspection prior to settlement. This ensures any architectural modifications are documented and that no outstanding violations exist prior to new ownership. If you plan to sell your home and have questions regarding the resale process, please contact management at amberlea@sfmtcinc.com.

Leasing Your Unit

All unit owners who wish to lease their unit **must receive approval from the Board prior to leasing** the unit. This applies to all leases: new requests, re-leasing to new tenants, and/or extensions of current leases. Applications should be submitted at least **45 days** prior to the leasing of a Unit or extension of a current lease for Board review. All lease requests must be made in writing and must include a copy of the intended lease to be used. Leasing approvals are at the sole discretion of the Board.

If at any time the current number of leases **exceeds 35%** of all units, the **Board shall deny** the request to lease. In the case of a hardship, the Board may make special exceptions if certain conditions are met.

General Lease Reminders

- No unit shall be used for transient or hotel purposes or for a period of less than six months (Airbnb, VRBO, short term rental).
- No portion of a unit, other than the entire unit, shall be leased for any period.
- Unit owners are responsible for providing copies of all Condominium Instruments to tenants before the tenant moves in. Unit owners are responsible for ensuring that tenants abide by these Instruments and are jointly responsible for any damage to Common Elements.
- Unit owners must provide their off-site address and phone number for any period in which they are not occupying the unit.
- Unit owners are responsible for notifying management when a Unit is no longer being leased and/or upon the termination of a lease.

With the weather warming up, more and more residents are spending time outside. Please slow down and be mindful of children at play, owners walking their pets, and neighbors out and about. The speed limit throughout the Amberlea is 25 MPH. Parents, please remind children that they should be not playing in streets and alleyways. Please direct them to use yards, common grassy areas, or nearby play areas.

GETTING TO KNOW YOUR NEIGHBORS

Do you know your neighbors? How long have you lived next door? Part of living in a neighborhood is a sense of community. Take a few minutes to say hello or give a wave when you pass a fellow neighbor. Introduce yourself to new neighbors as they move in. Pull up their trash can from the curb as your grab your own. Invite them over to BBQ. A little kindness goes a long way and could make someone's day. Getting to know your neighbors is also a great way to provide an extra level of security to our community.

UTILITY CLOSET ACCESS

The utility closets at the end of each row of homes contains the Verizon box and Novec electric meter for each unit. These closets are locked at all times for the safety of residents and the equipment housed in them. At times, vendors may need access to the closets. If you have an appointment scheduled with Verizon or Novec in which they will need access to the closets, **please notify management the day before access is needed** and they will be happy to assist with unlocking the door. You can reach SFMC at 703-392-6006 x260 between the hours of 9am - 5pm Monday – Friday or by email at amberlea@sfmtcinc.com.

Trash / Recycling

As a reminder, trash pickup takes place on Mondays and Thursdays. Recycling is picked up only on Thursdays. All trash must be secured in the provided receptacles and placed curbside. No trash bags should be placed directly at the curb or left outside. Receptacles must be brought in the same day as pickup.

For larger items, please contact AAA or other removal service companies to schedule a special pickup and removal. All large items must be placed in the rear of units. No one wants to see a couch in front of their homes.



Spring Cleaning and Inspections

Management will be conducting spring inspections of all units in mid-April. What you need to do to avoid violations.

Each Spring, management conducts a thorough inspection of all units, including both the front and back of each home. This establishes a baseline for future inspections and helps to ensure that homes are well maintained to keep the neighborhood looking pristine. To avoid possible violations, please make sure you keep your unit in clean, tidy condition. Below are a few things to help preserve the exterior appearance of your home:

- Replace any ripped or torn window and/or door screens. Make sure blinds are in well-kept condition.
- Remove any dead plants or bushes from planters

on front stoops or decks

- Ensure that front stoops, driveways, and garage doors are free of debris, mold, and/or mildew. While siding is the responsibility of the Association, these limited common elements are to be maintained by the home owners. These areas can be cleaned with a power washer or with a mild detergent and brush.
- Make sure any personal items are stored in garages, not in driveways or yards.
- Submit an architectural modification form for any exterior modifications not previously approved (changes to doorbells, lighting, landscaping,

Other Spring Cleaning Tips

- Clear any debris from around your AC unit. Consider having your unit serviced before temps spike. Change your filter every three months.
- Have your dryer vent and hose cleaned. This will prevent a buildup of lint and possible house fires.
- Clean out the garage.
- Consider going through unused belongings and participating in the Community Wide Yard Sale on May 18th.
- Donate any unwanted to clothing to the local Sharehouse clothing drive. Drop boxes are located at the Pleasant Valley Community Outreach Center on Poland Road.



Traffic Light Update

The traffic signal at Riding Center Drive and Tall Cedars Parkway is making progress. VDOT has approved the submittals for poles and arms and the signal pole foundations have been poured. The process of laying down conduit has begun. Toll Brothers expects delivery of the poles and mast arms in mid-July. Signal operation is not expected until late August or early September.

Don't Wait, Get Your Pool Pass Now

South Riding has four pools open to all residents with accounts in good standing. All residents must have a valid pool pass to enter the pools. Pool passes are valid each year and do not have to be renewed annually. If you are new to the neighborhood, or have lost your pool passes, please contact Town Hall to receive a new pool pass. Pools open May 25, 2019.

Are you renting your home? A Tenant Registration Form (TRF) is required for renters to receive the full amenities of the community, including pool passes. The form needs to be completed by all South Riding landlords and signed by the tenants. Along with the TRF, a copy of the signed lease is required. For your convenience, you can email the forms to townhall@southriding.net.

Upcoming Pool Events

End of School Pool Party

June 6th – 4 PM-8 PM

Wacky Wednesday Pool Party, Meadows Pool

July 24th – Noon-2 PM

Dive In Movie

Aug 5th – Dusk

Glow Back to School Pool Party, Hyland Hills Pool

August 15th – 8-10 PM

Dog Swim, Town Hall Pool

Sept 7th – 12-3 PM

DECK INSPECTION / REPAIR UPDATES

Becht Engineering completed their inspection of every single deck in the Amberlea and presented their report to the Board. The Board has solicited their services for the next phase of the repair process. Becht will be creating a scheduled repair and maintenance schedule to address the issues discovered in their inspection report. Once this plan is received and approved by the Board, they will assist with the vetting and securing of licensed, reputable contracts to



begin the repair phase. The Board hopes to have the repairs started as soon as possible. If you have damage to your deck that you feel is an emergency or immediate safety concern, please contact management.

Monthly HOA assessments are due on the 1st of each month.

If paying by check, please mail to:

SFMC, Inc. PO Box 66571, Phoenix AZ 85082-6571

Want to enroll in direct debit? Contact Ty Tyson at tytyson@sfmtcinc.com

Management Contacts

- **Property Manager**
Mary Frank 703-392-6006 x 260 amberlea@sfmtcinc.com
- **Exterior Modifications**
Cheri Thacker 703-392-6006 x 210 cthacker@sfmtcinc.com
- **Accounting Representative**
Ty Tyson 703-392-6006 x 206 tytyson@sfmtcinc.com

SFMC, Inc. • 9464 Innovation Drive, Manassas, VA 20110 • 9 AM – 5 PM

Community Contacts

- AAA (trash and recycling) 703-818-8222
- Novec (electricity) 888-335-0500
- Washington Gas 844-927-4427
- Animal Control 703-777-0406
- Sheriff's Office 703-777-1021
- Empire Towing 703-393-6332
- SR Town Hall 703-327-4390
- Board of Directors Amberlea@sfmtcinc.com

Online Account Access

If you haven't already, sign up to access your account via the SFMC portal. See a current statement of your account, view open violations, update contact information, and access Association documents online.

To get started, visit

<https://www.sfmtcinc.com/login/>



Board of Directors

Amanda Curran, *President*
Catherine Lunsford, *Secretary*
Daniel Vargas, *Treasurer*
Jay Lawing, *Director*

2019 Board Meetings

May 22, 2019
July 10, 2019
September 11, 2019
November 13, 2019

Meetings begin at 6:30 PM
and are held at:

South Riding Center
42420 Unicorn Drive
South Riding, VA 20152