THE AMBERLEA AT SOUTH RIDING CONDOMINIUM

UNIT OWNERS ASSOCIATION

POLICY RESOLUTION 2026-03

(Installation and Use of Electric Charging Stations by Unit Owners)

WHEREAS, Section 55.1-1915 of the Virginia Condominium Act, Code of Virginia (1950, as amended) ("Act") and Article 9, Section 9.1 of the Bylaws ("Bylaws") of The Amberlea at South Riding Condominium Unit Owners Association ("Association") charge all owners and all those entitled to occupy a Unit with compliance with the Declaration and Bylaws of the Association, as well as any duly promulgated rules and regulations; and

WHEREAS, Article 4, Section 4.4(b) and Article 3, Section 3.1(f) of the Bylaws grants the authority to the Board of Directors ("Board") to adopt and amend any rules and regulations restricting and regulating the use and enjoyment of the property or any portion thereof and the actions of the owners and occupants affecting the property as long as they are not inconsistent with the provisions of the Condominium Act, Association's Declaration, Bylaws and Board-adopted rules and regulations ("Condominium Instruments"); and

WHEREAS, Section 55.1-1962.1 of the Act provides the Association with the authority to establish certain reasonable limitations on the installation of electric vehicle charging stations; and

WHEREAS, pursuant to the terms of the Declaration and Section 5.5(2) of the Bylaws, the exterior siding and brick of the Condominium buildings are Unit components under the maintenance and repair obligations of the Association; and

WHEREAS, pursuant to the terms of the Declaration and Bylaws, the garage and electrical systems therein serving a Unit are Unit components under the maintenance and repair duty of the Unit Owner; and

WHEREAS, pursuant to Article 5, Section 5.7 of the Bylaws, no unit owner shall make any structural additions, alterations or improvements to their unit, nor paint or alter any exterior a a unit, without the prior written sent of the Board or Covenants Committee as appropriate

WHEREAS, the Board has determined that it is in the best interest of the Association to establish an equitable policy governing the process for applying for, and installing, operating and maintaining, electric vehicle charging stations within the Condominium.

NOW, THEREFORE, BE IT RESOLVED that the following policy shall govern the application process for, and installation, operation and maintenance of, electric vehicle charging stations within the Condominium ("Policy").

I. DEFINITIONS

A. "Electric vehicle" means any vehicle that operates, either partially or exclusively, on electrical energy, including 100% battery-powered electric vehicles and hybrid vehicles.

B. "Electric vehicle charging station" means equipment that connects an electric vehicle to a source of electricity to charge an electric vehicle. The electric vehicle charging station includes the outlet and cabling that permits the transfer of electric energy to a battery or other storage device in an electric vehicle.

II. INSTALLATION AND USE OF UNIT OWNER CHARGING STATIONS ON LIMITED COMMON ELEMENTS OR UNITS

A. **Location**. Electric vehicles charging stations are not permitted upon any Common Elements of the Condominium, unless installed, regulated and maintained by the Association. Owners may install charging stations, within their garages or Units, only pursuant to the terms set forth herein.

B. **Adherence to Policy**. Electric vehicle charging stations shall not be installed, used, maintained or operated in individual Unit Owner parking garages or Units except in strict compliance with this Policy.

C. **Application for Approval**. Any Unit Owner who wishes to install an electric vehicle charging station within their garage or Unit must complete and submit the Electric Vehicle Charging Station Application Form. The current Application Form is attached as Exhibit A, but the Board reserves the right to revise the Application Form without amending this Policy and the applicant must use the current Applicant Form in use.

D. **Additional Required Documents**. In addition to the Application Form, the Unit Owner must provide the following documents as part of the application:

1. **Plans and Drawings**. Detailed plans and drawings for installation of an electric vehicle charging station prepared by a licensed and registered electrical contractor or engineer familiar with the installation and core requirements of electric vehicle charging stations. The plans and drawings shall show the dimensions, placement and external appearance of the electric vehicle charging station. The plans must also comply with any applicable building code and safety requirements imposed by Loudoun County or the Commonwealth of Virginia, and standards adopted by the Association. The Unit Owner shall also provide specifications on the make and model of the electric vehicle charging station and its electrical requirements.

2. **Contract**. A copy of the proposed contract with the company that will install the electric vehicle charging station. The installation must be done by a licensed electrician or engineer familiar with the installation and core

requirements of an electric vehicle charging station. The contract must include the following terms: (i) the contractor is required to restore and/or replace any property damaged or disturbed during installation to its original condition; (ii) the contractor is required to defend, indemnify and hold harmless the Association and its directors, officers, employees, agents, members and contractors from and against any claim, injury or damages, direct or indirect, including costs and attorney's fees, incurred (whether or not a lawsuit is initiated) as a result of the Unit Owner's installation, maintenance or use of the electric vehicle charging station; and (iii) the contractor is required to name the Association as an additional insured on its commercial liability and automobile insurance policies.

3. **Contractor's License.** A copy of the contractor's license under which the company that is proposed to install the electric vehicle charging station is authorized to perform such installation. All contractors must be authorized to conduct business in the Commonwealth of Virginia.

E. **Review and Approval.**

1. Following receipt of a complete Application Form, including all additional required documents, the Board will review and determine whether to approve the application.

2. The Board will review all completed applications within forty-five (45) days. Written notice of the Board's decision will be provided to the applicant.

3. The Board shall have the right to establish conditions on any approval. If approved, the electric vehicle charging station must be installed in strict conformance with the terms of the Board's decision and this Policy.

4. The Board reserves the right to withdraw its approval for any violations of the terms of approval or this Policy, the Condominium Instruments, or other Association rules and regulations pertaining to the installation and operation of the electric vehicle charging station.

5. The Board may deny a request to install an electric vehicle charging station for reasons including, but not limited to, if installation of the electric vehicle charging station is not technically feasible or reasonably practicable due to safety risks, structural issues, or engineering conditions.

F. **Installation and Use Requirements.** Unit Owners must use their own electric vehicle charging station to charge their electric vehicles. The Unit Owner shall pay for the costs of installation, maintenance, operation and use of the electric vehicle charging station, as well as the costs of any additional required systems, devices and materials, including, but not limited to, electrical boards, panels, interfaces, energy management systems, wiring or submeters.

Installation and use of electric vehicle charging stations must comply with the following:

1. Each Unit Owner must have their contractor complete the installation of the electric vehicle charging station within ninety (90) days of the date of the Association's notice of approval of the application. If work is not completed within this timeframe, the Board may require the Unit Owner to submit a new application.

2. The Unit Owner shall procure all required licenses, permits and approvals at the Unit Owner's sole expense. Licenses, permits and approvals must be obtained within ninety (90) days of submitting an application to Loudoun County. An extension may be granted if request is made to the Management Agent in writing prior to the seventy-fifth (75^{th}) day from when the application was initially submitted. The Unit Owner shall provide proof of submission of all applications made to Loudoun County within seven (7) days of submission. The Unit Owner also shall provide to the Association a copy of all permits obtained within seven (7) days of issuance.

3. The Unit Owner shall be responsible for all costs associated with the maintenance and repair of the electric vehicle charging station and shall pay all costs associated with restoring any portion of the Condominium to its original condition following completion of the installation or as may be required during the time the electric vehicle charging station is installed. Such requirements includes, but is not limited to, any damage to exterior siding or brick work of the Condominium.

4. The installation shall comply with all applicable building codes and recognized safety standards. All work shall be completed in a workmanlike manner and representatives of the Association are authorized to make routine inspections during and after the time of installation.

5. No charging equipment shall be placed in a manner such that it blocks or crosses the path of another vehicle or pedestrian walkway, or such that the charging equipment presents a tripping hazard, may be driven over, or interferes with the ingress, egress, or movement of vehicles or pedestrians.

6. All charging stations must be equipped with an automated shut off feature.

7. Rapid charging stations are expressly prohibited.

8. Charging stations are only permitted to charge up to 80% capacity in order to reduce the risk of fire.

G. **Utility Costs and Submetering.** Each Unit Owner shall be responsible for all utility costs associated with the operation of their electric vehicle charging station. The Board

may require that a Unit Owner separately meter, at the Unit Owner's sole expense, the utilities associated with the electric vehicle charging station and pay the cost of electricity and other associated utilities, including, without limitation, the monthly charges as shown on the submeter. Notwithstanding the foregoing, the Association does not guarantee available electrical service 24/7 and the Association is not liable for interruptions in utility service.

H. **Insurance.** By submitting the Application Form, the Unit Owner agrees to obtain and maintain insurance covering claims and defenses of claims related to the installation, maintenance, operation and use of the electric vehicle charging station. Appropriate coverage amounts and limits shall be reviewed and determined by the Board of Directors. The Unit Owner shall provide the Association with a copy of a certificate of insurance evidencing such coverage within fourteen (14) days after receiving the Association's approval to install the electric vehicle charging station. Such certificate of insurance shall name the Association as an additional insured on the Unit Owner's insurance policy for any claim related to the installation, maintenance, operation or use of the electric vehicle charging station.

I. **Indemnification.** By submitting the Application Form, the Unit Owner agrees to indemnify and hold harmless the Association and its directors, officers, employees, agents, members and contractors from all liability, including reasonable attorneys' fees incurred by the Association resulting from any claim, injury or damages, direct or indirect, arising out of the installation, maintenance, operation or use of the electric vehicle charge station, whether or not a lawsuit is initiated. The Unit Owner also agrees to indemnify and hold the Association harmless from any claim made by a contractor or supplier engaged by the Unit Owner for the purpose of installation or operation of the electric vehicle charging station.

J. **Safety**. Each Unit Owner installs, operates and uses the electric vehicle charging station at their own risk. The Association shall not be liable or responsible for any damage to a vehicle or any other property that may relate to the electric vehicle charging station, nor shall the Association be liable for any damage to the electric vehicle charging station under any circumstances, including, but not limited to, any damage that may arise from a contractor's operation of a vehicle or other equipment during the performance of services in the Condominium. Neither the Association, the Board, nor any other Unit Owner shall be considered a bailee of any personal property stored on the common elements and Limited Common Elements, including the electric vehicle charging stations, despite the Unit Owner's exclusive right or license to use such parking space. Electric vehicle engines must be turned off while connected to a charging station. The presence of open gasoline, motor oil and other hazardous, explosive or flammable materials are strictly prohibited within 50 feet of designated electric vehicle charging stations.

K. **Inspection.** The Unit Owner must have their charging station inspected on an annual basis. Proof that the charging station has passed inspection must be provided to the Management Agent once per year.

L. **Removal.** If a Unit Owner wishes to remove an electric vehicle charging station following its installation, the Unit Owner shall pay for the cost of removal and restoration of the area and shall assume all risks and liability for damages that may arise out of such removal.

M. **Reimbursement**. The Unit Owner shall reimburse the Association for any increase in common expenses specifically attributable to the electric vehicle charging station, including the actual cost of any increased insurance premium amount within fourteen (14) days' notice from the Association. If the Association deems it necessary to engage consultants, technicians or other professionals to be able to adequately review the request, the costs thereof shall be the obligation of the Unit Owner.

N. **Recordkeeping**. A copy of the Application Form shall be maintained in the Unit Owner file. Any approval granted hereunder shall run with the title of the Unit. Unless terminated by the Association, approval shall apply to, be binding upon and be enforceable by the representatives, successors-in-interest and assigns of the Unit Owner. The Unit Owner shall provide a copy of any approval to any successor-in-interest in the Unit.

O. **Enforcement**. Violations of this Policy shall give the Board the right to use self-help to remove or cure the violation, including disconnecting vehicles from charging stations and/or disconnecting the power supply to the applicable charging station. Nothing in this Policy shall otherwise limit the Association's enforcement remedies established in the Condominium Instruments.

P. **Severability**. If any term of this Policy is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability. All other terms hereof shall remain in full force and effect. And, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term.

THE AMBERLEA AT SOUTH RIDING CONDOMINIUM UNIT OWNERS ASSOCIATION

By: Daniel Vargas
Daniel Vargas, President

FOR ASSOCIATION RECORDS

I hereby certify that a copy of the foregoing policy resolution was published or distributed to all Unit Owner of The Amberlea at South Riding Condominium Unit Owners Association on this 23rd day of October, 2026.

Mary Frank, On Site Community Manager
Management Agent

POLICY RESOLUTION NO. 2026-03

(Policy Regarding Electric Vehicle Charging Stations)

Duly adopted at a meeting of the Board of Directors held October 7, 2026.

Motion by: Daniel Vargas Seconded by: Cypriana McCray

VOTE:

	YES	NO	ABSTAIN	ABSENT
Daniel Vargas Director	X			
Robert W. Patton Director	X			
Cypriana McCray Director	X			
_____ Director				
_____ Director				

ATTEST:

_____ _____

Secretary Date

Resolution Effective: October 23, 2026.

Exhibit A: ELECTRIC VEHICLE CHARGING STATION APPLICATION FORM

Please fill out Parts I, II and III in their entirety and include all supporting material.

Part I: Applicant Information:

Name of Unit Owner: _____ Date: _____
Unit Number: _____
Email Address: _____
Telephone Number: _____

Part II: Contractor Information:

Name of Contractor: _____
Point of Contact/Supervisor: _____
Address: _____
Email Address: _____
Telephone Number: _____

Supporting Documentation:

- ☐ Plans and Drawings
- ☐ Copy of Contract meeting the Association's requirements
- ☐ Contractor's License
- ☐ Contractor's Certificate of Insurance

Part III: Signatures: *Please sign and date below.*

By signing below, I/we agree to all terms and conditions of approval and the requirements of Policy Resolution No. _____, which is made a part of and incorporated herein by reference. I/we are responsible for compliance with all of the Ordinances of Loudoun County. I/We are responsible for obtaining all necessary permits prior to commencement of installation. No work shall commence until written approval from the Association has been received by me/us. This request is subject to restrictions established in the Association covenants and a review process as established by the Board of Directors in Policy Resolution No. _____. Variations from the terms of approval are prohibited. I/we need to resubmit another application for approval if I /we intend to vary from the terms of any approval that I/we receive.

By: _____ By: _____

Name: _____ Name: _____

Date: _____ Date: _____

Part IV: Submit Completed Application:

1. By in-person delivery or first-class mail: _____
2. By Email: _____

For Association Use Only:

Date Received for Review: _____
Received By: _____

Note: Final Approval/Disapproval to be rendered within 45 days from receipt by Management Agent of a complete application.

( ) Final Approval as requested
( ) Final approval subject to the following conditions/modifications. (See Comments)
( ) Disapproved for the following reasons: (See Comments)

Comments: _____
_____
_____

Follow-up to Unit Owner:
□ Notice of Decision Sent?
□ Copies of Permits within 7 days?
□ Copy of Certificate of Insurance within 14 days?
□ Other?

Signature: Daniel Vargas
Daniel Vargas (Oct 23, 2026 09:49:46 EDT)
Email:

Signature: Robert W. Patton
Robert W. Patton (Oct 21, 2026 14:29:25 EDT)
Email:

Signature:
Cypriana McCray (Oct 22, 2026 16:02:52 EDT)
Email: