
Washingtonian Woods Homeowners Association

Architectural Guidelines
for Homes

October 20, 2015

Washingtonian Woods Architectural Guidelines — Updated September 5, 2015

Goals of the Guidelines

- To give all residents and HOA Boards (present and future) a master architectural document that ensures consistency and clarity
- To give all residents and HOA Boards (present and future) a framework by which our neighborhood can continue to grow architecturally over time

Guiding Principles

In order for an application to be approved, it should satisfy each and all of the following three Guiding Principles:

- Respect and maintain the Colonial-style architecture and design of our neighborhood,
- Respect and retain the unique architectural features of each home, as intended by the builder,
- Provide homeowners the flexibility to update homes based on today's design aesthetic.

Clearly setting expectations up front, and articulating how decisions will be rendered going forward will ensure consistency and clarity in decisions, and will move applications along expeditiously.

If any homeowner brings forth something outside of these guidelines for consideration, its approval will be based on whether or not it aligns with these Principles.

1. This is a “going forward” document. The approvals neighbors received, or changes that *didn't get approval at all*, are not precedents. Further, these guidelines pertain to future changes. No one will be asked to change existing architectural features installed on his/her home.

2. At this time, each architectural change requires an Architectural Change Application form. A “change” is defined as anything other than a like-for-like replacement. That includes all replacements, upgrades and additions. This takes the guesswork out for residents. Down the road, we hope to provide short-cuts for the more routine architectural changes, like new door color, but for now, the Board must review all exterior changes.

3. **Repairs are different than changes.** If a window breaks, for example, you may replace it with a “like and kind” window.

4. **Proposed changes outside of these guidelines are welcome.** In fact, some of the most attractive upgrades to homes are creative solutions brought to the Board by residents. Simply submit your proposed change (using an Architectural Change Application form) to PMP. We encourage discourse about your particular home, but as with any homeowner’s association in a planned community, the final decision sits with the Board and/or the Architectural Review Committee.

5. Rest assured, we know that one of the most concerning architectural issues is that of vacant and neglected homes in disrepair. The Board and PMP are working with these homeowners, banks or trusts. As for other areas of the neighborhood that need attention, such as landscaping in common areas, please bring them to the attention of PMP. They are eager and available to help.

— *The Washingtonian Woods Architectural Committee*

*For complete/original architectural guidelines, please revisit the following sections of the Association's Declaration of Covenants: "Article VI: Architectural Control" & "Article VII: Use Restrictions."

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BUILDERS OF WASHINGTONIAN WOODS

Alfandre	Driscoll Way Midsummer Drive Flameleaf Court Midsummer Circle Midsummer Court
Alfandre Village	400 block of Upshire Circle
Centex	100 and 200 blocks of Argosy Drive Driscoll Court Englefield Drive Leatherleaf Court Marsh Lane Midsummer Drive
Christopher	Argosy Circle 300 block of Argosy Drive several homes on the 200 block of Midsummer Drive

If you are unsure of the builder of your home, contact **PMP at 301-694-6900.**

GARAGE DOORS

REPLACEMENT

While a garage door may seem like a fairly simple, functional decision, please consider that garage doors represent roughly 30% of the face of your home.

Each builder had a garage door style in mind when building the house. As such, garage door changes will be considered on a case-by-case basis. Approvals include, but are not limited to, the style, color and material of the door(s):

Garage doors should be compatible* with the architectural style of the home. Compatibility is further defined as similarity in architectural style, quality and workmanship, similar use of materials, color, construction and quality. They shall also “work well” with adjoining houses and the neighborhood setting.

As for color, garage doors should match the color of trim — both around garage door and the rest of the home.

MAINTENANCE

Garage doors and trim should remain free of rot and peeling paint.

GARAGE DOOR WINDOWS

The following guidelines are intended to expedite the approval of garage door replacement and repair.

Windows, where applicable, should be glass, and should not be mirrored, tinted, painted, or covered in any way.

Simplicity is encouraged. Ornamental grids and hardware are discouraged.

PANELS & WINDOW CONFIGURATION

Each builder chose a certain style of garage door: raised, recessed, or flush panels with the number of windows (where applicable) matching the number of panels beneath the windows. Here is a quick summary of what to look for when replacing your garage door:

Alfandre (Village): • windows • recessed panels

Alfandre (Not Village): • no windows • recessed flush or raised panels

Christopher: • windows or no windows • recessed panels

Centex: • windows • raised panels

Centex (Canfield Hill): • windows • recessed panels

Here are some examples of recessed panels:



Here are some examples of raised panels:



This is a flush-paneled door:



Please note: consider installing panels that are not “cut off” by the curve of a garage door opening, as shown here:



PHOTOS OF EXACT DOOR REPLACEMENT ARE REQUIRED. In many cases, garage door companies can provide a photographic rendering of your home with the new door superimposed.

ROOFING

The roof of any home should be repaired or replaced with materials substantially identical in construction, shingle type, quality, texture and color as the material used in the original construction of the home.

Centex and Christopher models — shall use like and kind materials to existing roof, and shall choose a color and style that complements the style of your home. If you have a metal roof on a bay window bump out, it is expected that you will replace it with the same material. Metal, incidentally, is among the “greenest” roofing options available and is significantly more durable, lasts longer and is more energy efficient than asphalt. Its’ return-on-investment, over time, outperforms other products.

Homeowners are expected to resolve moss growth, algae stains (those black streaks on asphalt) that detract from the visual appeal (and resale) of the home, and those nearby. Any damaged or missing shingles shall promptly be replaced.

Alfandre models — are encouraged to retain cedar. Cedar replacement roofs will be immediately approved. We acknowledge that many homeowners prefer budget-friendly alternatives, so we have researched and selected a few non-cedar alternatives —please contact PMP for those product names and colors. Before you go this route, please understand the importance of cedar roofing as an architectural element on Alfandre homes. It defines them from other homes. It gives them special character, and makes a quality statement that can retain the value of a home, as well as those that neighbor it.

The Architectural Committee has worked with vendors on the pros and cons of cedar and its alternatives. We are happy to share with you what we’ve learned. Solutions such as repairing and replacing your cedar in pieces as it ages, is one popular strategy.

Should you decide NOT to use natural cedar, please keep the following guidelines in mind:

- Color shall approximate weathered cedar.
- Generally speaking, all roof surfaces of the home shall use the same material. This means that bump-out (dormer) roofs shall match main roof. If, however, you would like to use copper or metal on a bump-out, please consult the Board.
- Cedar sidewalls may not be replaced with asphalt or synthetic slate. Sidewall material shall be cedar or match the siding; of the home (i.e. clapboard, aluminum).

- Shingles shall not appear “pixelated” — that is, each shingle shall be fairly uniform in color.
- Shingles with orange or red tones will not be approved.
- If requesting a roofing material that has not been previously approved, physical, tangible product samples of shingles and flashing must accompany all roofing change applications.
- Flashing shall match roof color, except on brick homes where it should approximate the color of the brick.

GUTTERS

Gutters and downspouts are required. They should be copper, steel or aluminum. Metal gutters and downspouts should be painted to match the roof trim, except for copper, which should be left to age naturally.

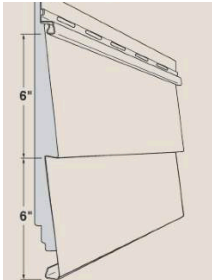
Gutters should be properly maintained; replaced/repared when damaged or bent.

SIDING

REPLACEMENT

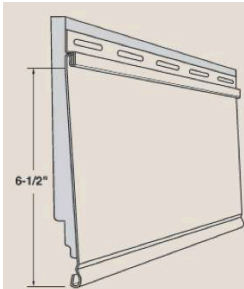
Please be sure seams are not visible or apparent.

Please provide a sample of the siding material with your Architectural Change Form, and use the siding style that corresponds to the original builder's design of home (see below):



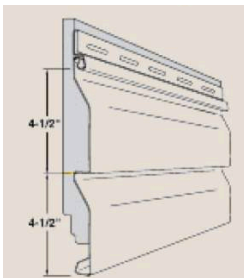
- **Alfandre Coventry** (“L-shaped”) and **Alfandre in Village** (400-block of Upshire Circle): Clapboard

Clapboard



- **All other Alfandre**: Beaded

Beaded



- **Christopher** and **Centex**: Dutchlap

Dutchlap

MAINTENANCE

Siding shall remain free of fading, streaking, decay, and rot. Siding boards that are rotting shall be repaired or replaced.

The appearance of mold and/or algae shall be addressed immediately. Siding that is streaked or faded shall be cleaned, painted or replaced.

TRIM

Window trim/wrap/capping should be neutral in color: white or almond depending on your style home. (Please consult PMP at 301-694-6900 for name of builder.) All exterior trim should match in style and color. This includes: door frame, garage trim, eaves, soffits, rakes. Gutters, for this purpose, are considered trim.

WINDOWS

Grids (external or embedded between the panes) are to be used when installing new windows. At minimum, grids shall be in windows that are front facing and encouraged for all sides of a home. Window frame color should match those on the rest of the home. (See "Trim," above, for color specifications.)

Alfandre (Village): windows with grids on all sides of home

Alfandre (Not Village): windows with grids on all sides of home

Christopher: windows with grids on all sides of home

Centex: windows with grids on front-facing side of home, and encouraged for other sides of home

Centex (Canfield Hill): windows with grids on front-facing side of home, and encouraged for other sides of home

Grids on rear French doors and rear sliding doors are optional.

Windows that are "fogged" should be repaired or replaced.

Acceptable interior window coverings must be used. Bed linens, tarps, pillows, plastic sheeting, etc. are unacceptable (as referenced in your Covenant in Section 7(s)).

Attached window boxes and awnings require HOA Board approval, as they are a permanent fixture on the outside of your home.

SHUTTERS

Shutters should be maintained and replaced if broken or missing.

Whether you choose working shutters on hinges or stationary shutters, Paneled shutters are recommended over louvered. They shall not feature decorative cut-outs or carvings. Shutters should measure to be the full height of the window.

Shutters should be painted and exactly match one another in color and style.
Paint color and hardware must be approved.

FRONT DOOR/STORM DOOR

Front Doors are to be in keeping with home style. As all homes in our neighborhood are a Colonial subtype, doors should follow suit in both color and design. Colonial architecture reflects an early-American simple sensibility. Decorative detailing is out of place on a Colonial home.

Entry doors are generally windowless with long, vertical panels. Some Colonial doors, however, feature small square windows at top, as well as sidelights.

Mission or Victorian style doors will not be approved.

Please provide an actual paint chip with your application. Paint is preferred over stain. Submit color changes for review and approval by the Homeowner's Association.

Examples of paneled doors are below



Front storm doors are to be full-view (no obstructing bars, grids or leaded design; see visual). Paint changes should be approved by the HOA and should match the exact color of the front door or the house trim. If etched treatment is desired, design must be Board-approved.



MAILBOXES, POST & ADDRESS NUMBERS

All homeowners are required to have a mailbox that conforms to US Postal Service regulations and posted address numbers both at the mailbox and on the house in order for letter carriers and emergency responders to easily identify each house number. Mailboxes and house number plaques need to be well-maintained.

In general, the mailbox should be metal and the post should be wood or high-quality wood composite material. Commercial mailboxes, plastic mailboxes and posts or “all-in-one post and mailboxes” (i.e. Rubbermaid) will not be approved. The mailbox should be Standard or Large, as defined by USPS Regulations. Jumbo-sized mailboxes will not be approved.

When maintaining or replacing mailboxes and posts, please:

1. Ensure the mailbox is free of damage and wear and tear and that the post is fully upright and sturdy.
2. Display the house number on the box and/or post with 3-5” sized permanently attached numbers (preferably metal).
3. Mailbox adornments are discouraged. Trademarked logos, commercial representation, or any disparaging signage is not allowed.

DRIVEWAYS

Driveways should be replaced and/or repaired with the same material used in the original construction.

Driveways should be maintained to preserve structural and visual integrity. This means:

- cleaning to remove grease, paint, rust stains, etc.
- repairing cracks, displacement (lifting or sinking) due to settling or erosion, or other damage
- removing grass or other plants growing through cracks or expansion joints

Asphalt (not concrete) driveways may be resurfaced using a black sealer/coating (this does not require Board approval). Coating is not to extend onto concrete sidewalks or driveway apron.

Brick or stone enhancements, such as edging, may be approved on a case-by-case basis. Simply submit an Architectural Change Form with design elevations and/or sample photographs.

WALKWAYS

Front walkways are a key feature in establishing curb appeal. Front walks and stoops should be brick, stone or concrete. Wood may be used at rear entrances.

Renderings are required with your Architectural Change Form.

FENCES

Fences should be constructed with pressure-treated wood in natural finish. Stain, if desired, must be approved. Vinyl is not approved for fences. Posts should be buried 3' in dirt or 2' in concrete, or follow Montgomery County code.

Fences should not extend forward of the rear building line. See page 16, subsection (s) in the covenants.

No fence should be more than six feet (6') in height.

Gates should be the same material as fence.

Prior to digging, contact "Miss Utility" (1-800-257-7777). Carefully check your property lines. Obtain required County permits.

LANDSCAPING

Plantings in the front of a home also have a profound effect on home values and the look and feel of the community at large. “Curb appeal” doesn’t just apply to each individual home – it is a neighborhood-wide aspiration, and, therefore, yards should be well maintained.

Lawns

Front lawns are a requirement. They should not be replaced with gravel, mulch, weeds, dirt, sand, switch grass, agricultural crops, or items other than grass. Lawns are to be mowed often enough to maintain a neat appearance.

Grass clippings are to be removed from bordering streets and sidewalks and from the homeowner’s driveway upon completion of mowing. Trimming lawn edges along street gutters, sidewalks and driveways is required.

Please repair dead patches and manage weed infestations.

Fertilizers and pesticides applied to the lawn are to be immediately removed from bordering streets, sidewalks and driveway..

Grass edging bordering the sidewalk must also be maintained. Grass should not grow over sidewalk.

Trees

Please remove dead or dying trees as soon as possible.

Trees should be trimmed regularly to prevent overgrowth. NOTE: homeowners have the right to trim any parts of a neighbor’s tree(s) that grow over the property line.

Trees and bushes should be trimmed to allow unobstructed passage along sidewalks. Please clear up to about 8 feet.

Tree removal must be approved by the Board and the City of Gaithersburg, except in the case of emergency removal due to storm damage, etc. NOTE: When planning to remove trees along a property line, it is recommended that the neighbors sharing the property line be consulted, as the removal may affect them as much as the tree’s owner.

Shrubs & Ornamental Plantings

Landscaping at the front of the house should be maintained to a high standard. This entails regular trimming of plants to prevent overgrowth onto exterior features of the home.

Dead and dying plants are to be removed.

Regular mulching is recommended to maintain the attractiveness of front gardens, as well as prevent the growth of weeds. Quality mulch dark in color is recommended. Other forms of mulch (i.e. marble chips) are not recommended.

Plants/planters placed around exterior of home should be well maintained. Artificial flowers/foliage is not suitable in flower beds and around mailbox post.

Garden Edging

Garden edging, too, is to be maintained to a high standard. Plastic edging that becomes visible should be repaired, replaced or removed. Stone work that collapses or is disrupted due to weather, tree roots, etc. should be repaired or replaced.

Common Areas

Street gutters and sidewalks are to be maintained by the homeowner. This includes removal of grass clippings, yard waste, dog waste, newspapers, litter. Snow and ice should be removed within 24 hours of the last snowfall. Failure to do so may result in a City fine.

If you are unsure of which trees belong to which property owners, please call PMP for clarifications.

OUTDOOR LIGHT FIXTURES & LAMPPOSTS

All light fixtures must be functioning and in good condition and should illuminate soft white light.

Outdoor light fixtures should match the style of the home. Lampposts should either match the color of the trim or the light fixture.

Uplighting, spotlights or floodlights should not be directed outside of your lot. See Section 7(s) of the Covenants for details.

DECKS

Decks are permitted in rear yard (except in some cases where they are permitted to extend around the back corner of the home to provide access to an existing door).

Decks and accompanying features, such as pergolas/gazebos, should be made of pressure-treated wood or a similar synthetic wood.

Rail posts and caps of deck railing, risers, band boards, lattice and shade structures should be made of wood or synthetic wood and should match the predominate building trim color.

The undercroft of decks, when visible from the street and/or by neighbors, should be neat, and well-maintained.

REAR PATIOS/HARDSCAPING

Patios are permitted in rear yard. Construction may be brick, slate, flagstone, poured concrete, or a combination of these materials.

FRONT PORCHES

All porch trim, stone, rails, and other materials should be free of rust, chipped stone, loose stones or bricks, cracked concrete, peeling paint, wood rot, stains (to concrete or stone), significant weed break-through, or other visible damage.

Porch railings should be a single material. Deck floors should be wood or composite simulated wood.

In the case where porches are large enough to hold planters, furniture, rugs, or other accessories, those accessories are subject to the same guidelines for maintenance and upkeep. They should be consistent in style, color, and appearance with each other, the rest of the property, and not incongruous with surrounding properties.

In the cases of uncovered porches or porticos (Centex, Christopher, some Alfandre models), porch foundations should be replaced with materials "like and kind" to original, or of the same or compatible, complementary material as the brick façade of the home, and/or the walkway leading up to it.

The HOA strongly encourages the use earth-tone materials, natural materials, or synthetic materials that approximate natural color (browns, rusts, grays, browns).

In the cases of covered porches (Alfandre), all railings and posts should be maintained and use the same color as the property's predominant trim. Porch foundations should be replaced with red/rust brick materials — like the original materials, and should be compatible with any other brick used in or around the walkway and driveway.

Brick or concrete porches may not be painted.

SCREENED PORCHES

Screened porches may be constructed in the rear yard only and may be built over decks or patios in accordance with existing guidelines governing the construction of any other home addition.

Screening must be grey, or black in color. Siding must exactly match existing siding, unless the home is brick, in which case the siding must match trim color.

Permanent **play structures** must be approved by the HOA.