

# MONTIVIDEO SQUARE HOMEOWNERS ASSOCIATION, INC.

## T/A MCLEAN GREENS HOMEOWNERS ASSOCIATION

[mcleangreens@aol.com](mailto:mcleangreens@aol.com)

[www.mcleangreens.org](http://www.mcleangreens.org)

To be added to the McLean Greens email distribution list, please send an email with your name and street address to [mcleangreens@aol.com](mailto:mcleangreens@aol.com).

## COMMUNITY INFORMATION SHEET

### Architectural Changes and Landscaping

Any work performed to the outside of your house or grounds must be approved by the Architectural Control Committee. Don't forget to complete and submit a change request form and wait for approval prior to making any changes. The change request form as well as the Architectural Design and Maintenance Standards can be found on our web site, [www.mcleangreens.org](http://www.mcleangreens.org), or you can call Capitol Property Management at 703/707.6404.

### Children

We like to keep the children in the neighborhood safe and respectful of each other. Please keep an eye on your children when they are playing outside and teach them to respect our grounds and other people's property. They should not be playing in the streets, breaking limbs off trees, or littering. Parents will be held responsible for damage done to community property by their children. Toys, bikes, etc. should be stored out-of-sight when not in use.

### Common Grounds

The common ground areas of the community are for all residents to enjoy. It is our collective responsibility to keep them neat and clean. It is helpful if each of us picks up trash in the common area when we see it. We have two community clean-ups a year, the last Saturday in March and the first Saturday in November, when residents are asked to join together to help clean up our common grounds. Notices are distributed and posted in advance.

### Driving

Please don't speed. The posted speed limit on Hutchison and Gervais is 25 miles per hour. The speed on our courts and drives should not exceed 15 miles per hour.

### HOA Meetings

The Homeowners Association Board of Directors meets on a monthly basis. All owners and residents are invited to attend. The first ten minutes on the agenda are reserved for owners and residents to speak on community related topics. Meetings are usually held every fourth Thursday of the month at 7:00 PM in Longfellow Middle School in the library. Please call the management company at 703/707.6404 to confirm date, time, and room before attending.

### Parking

Remember to park in your designated spaces and reserve visitor spaces for visitors. Residents, including renters, who park in visitor spaces risk having their car towed at their expense.

### Pets

Pet owners must police themselves. Please pick up after your pets and dispose of pet waste properly. Pet waste attracts rodents and should be removed from your yard as well as the common area as soon as possible. Pet waste should be stored in a covered container and must be kept out of sight – for example, behind your house. Don't forget to remind your pet walkers and sitters to do the same. Pets must be walked on a leash.

## **Trash**

Trash/garbage pick-up days are Mondays and Thursdays. Recycling is picked up on Thursdays only. Trash/garbage must be stored in a watertight, rodent proof container with a lid. Please make sure that recyclables are anchored on windy days. Trash/garbage receptacles and recycle bins must **not** be in front of your house before dusk the evening before pick-up and must be removed from the front of your house the day/evening of pick-up. Garbage/trash receptacles and recycle bins must be stored out of sight – for example, behind your house. If you have an oversized object that you would like McLean Trash to haul away, please call them directly at 703/442.7387 to make the necessary arrangements. Ferrous metal/white good items, such as household appliances, will be removed by the Contractor at an additional charge to the respective lot occupants.

## **Volunteering**

Your Homeowners Association (HOA) Board of Directors is a volunteer organization along with the Architectural Control Committee (ACC) and the Grounds Committee. If you have time to attend a monthly HOA meeting or are interested in joining any of the committees, your time and effort will be greatly appreciated. Please let us know of your interest by sending an email to [mcleangreens@aol.com](mailto:mcleangreens@aol.com) or by calling Capitol Property Management.

### **Useful Contact Information**

<b>Contact</b>	<b>Web Address</b>	<b>Email Address</b>	<b>Phone Number</b>
McLean Greens	<a href="http://www.mcleangreens.org">www.mcleangreens.org</a>	<a href="mailto:Mcleangreens@aol.com">Mcleangreens@aol.com</a>	Call management company (see Capitol)
Capitol Property Management		estulga@capitolcorp.com	703/707.6404
Environmental Enhancements	<a href="http://www.eelandscaping.com">www.eelandscaping.com</a>	info@eelandscaping.com	703/421.7400
Dominion Virginia Power			888/667.3000
<b>Emergency Fire or Police</b>			<b>911</b>
Fairfax County Water Authority	<a href="http://www.fairfaxwater.org">www.fairfaxwater.org</a>		703/289.6561
McLean Trash			703/442.7387
Miss Utility			800/552.7001 or 811
Non-emergency Fire and Police			703/691.2131
U.S. Post Office			703/237.0872

### **Remember – as a good citizen and resident you are responsible for:**

- ◆ Cutting your grass and maintaining your back, side, and front yards
- ◆ Shoveling your walkway and the sidewalk in front of your house when it snows
- ◆ Calling the police should you see any unlawful activities
- ◆ Reporting any nuisance activities caused by neighbors

**Every resident, renter and owner alike, is responsible for abiding the laws of the state, county and governing community documents. McLean Greens documents can be found on our web site at [www.mcleangreens.org](http://www.mcleangreens.org) or may be obtained by contacting Capitol Property Management.**