

HICKORY CLUSTER ASSOCIATION

TYPE: General

RE-ADOPTED: April 19, 2017

RESOLUTION NUMBER: 4

BOOK OF RESOLUTIONS

Window Replacement

WHEREAS, Article IV, Section 1, of the Bylaws states "the affairs of the corporation shall be managed by it's directors." Therefore, the Board of Directors may do all such acts and things except as by law, by the Virginia Property Owners Association Act, by the Declaration or by these Bylaws may not be delegated to the Board of Directors by the Lot Owners; and

WHEREAS, several Lot Owners at Hickory Cluster Association have expressed a desire to replace windows on their lots; and

WHEREAS, the Board of Directors of the Hickory Cluster Association has determined and is satisfied that it is in the best interest of the Association for the Board of Directors to permit Lot Owners to have window units replaced on the lots subject to such terms and conditions as shall be imposed by the Board of Directors of the Association.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Board of Directors of the Hickory Cluster Association may, within its discretion, grant permission to any Lot Owner to replace a window unit on his/her lot subject to the following conditions and any other terms and conditions that may be imposed by the Board of Directors:

Any Lot Owner wishing to replace a window unit on his/her lot must apply for and receive permission to do so from the Board of Directors and must take reasonable steps to ensure that the installation is performed so as to maintain and preserve the architectural integrity of the Association. The Board of Directors will respond to any written application within sixty (60) days of receipt of the application. Any damage caused to common elements by the Lot Owner or hired installer in replacing the window unit will be assessed against the responsible Lot Owner. All maintenance responsibilities for the window unit remain with the Lot Owner and any subsequent Owner(s).

The specifications/requirements for window unit replacements are:

1. The window unit will be the same size, currently approved color, operating style and architectural style as the existing window unit.
2. The size of the window moldings, sills, frames, and trim will conform with the existing window unit.
3. Insulated glass may be utilized.
4. A photo/picture of the window unit must accompany your request for installation and must include model number, manufacturer and name and address of the installer.
5. The owner is responsible for the repair of any damage that the installation of the window or the window may cause to the common element.
6. Any unused glass, screen or material for the window must be stored in the resident's lot and not on the common element.

YES NO ABSTAIN ABSENT

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ATTEST: [Signature]  
Secretary

DATE: 11/3/93

PRESIDENT: [Signature]

VICE PRESIDENT: [Signature]

TREASURER: [Signature]

AT LARGE: [Signature]

AT LARGE: [Signature]

ADOPTED AT A BOARD MEETING: [Signature]  
(Regular or Special)

Robert Carney and Elaine Bess were absent.

HICKORY CLUSTER ASSOCIATION

TYPE: General DATE REVISED: July 19, 2000 Resolution #4

BOOK OF RESOLUTIONS

Window Replacement

Background

This resolution sets standards for the replacement of windows by single-pane or insulating glass. These standards are set and will be enforced under the Board's authority and procedures established by the Virginia Property Owners Association Act, the Reston Covenant, the Hickory Cluster Articles of Incorporation, the Hickory Cluster Bylaws, and other Board Resolutions.

For Hickory Cluster windows, the style, layout, location of mullions, face width/sight lines of the frames, and trim details are all significant elements. At the same time, it is desirable to allow for the installation of insulated glass to improve energy efficiency, while maintaining as much as possible the appearance of the original design.

Procedures for window replacement

1. Windows replaced with glass and frames identical to the original do not require approval.
2. Windows replaced with changed glass and/or frames require approval first by the Hickory Cluster Board and then by the Reston Design Review Board (DRB). Homeowners should fill out a DRB application, attach complete specifications including drawings and measurements for the replacement windows, obtain the signature on the application of two affected neighbors, and turn the package in to a Board member or the Association Manager.
3. Quick approval is likely for applications that meet the standards below. The Board will consider applications for alternative windows from homeowners who can demonstrate an inability to meet the standards.

4. Because windows are an important architectural element in Hickory Cluster, the replacement of windows without proper approval is a violation that can be penalized under the procedures set out in the Hickory Cluster Resolutions.

5. Because replacement of windows with insulated glass is a significant expense, homeowners are urged to consult with an architect in order to avoid being dependent on window contractors for information and alternatives.

Standards

1. The location, type and size of glazed openings shall match the original design intent.
2. Only clear glass shall be used in glazed openings.
3. No divided lights or grids may be used.
4. All visible details of wood trim and installation shall match the original design intent.
5. At the time of the first adoption of this revised Resolution the Virginia Uniform Statewide Building Code allows owners to replace existing windows that do not meet the current code requirements for emergency escape and rescue windows in sleeping rooms. In situations where the owner desires to meet current code requirements and those are not met by the existing window pattern, the owner may present alternative options for review. Alternatives should preserve the original design intent.
6. The specifications set down in the Appendix to this Resolution must be met unless an exception is approved by the Hickory Cluster Board and Reston Design Review Board.

Appendix to HCA Resolution #4

Specifications for replacement windows

Operable Windows

1. The face width/sight line, which includes both visible perimeter frame and the frame around the operable vent, shall not exceed 2-1/2" at the head, sill or either jamb.
2. Frames shall be as large as possible consistent with the existing wall openings. The space between the frame and the wall opening shall be plugged with filler pieces to align the glass edges of the new window with the glass edges of adjacent windows.
3. Exterior pre-finished or clad faces and all framing shall be white.
4. The following manufacturers/models meet the stated requirements at the time of first adoption of this revised Resolution:
  - a. ANDERSEN "Perma-Shield" clad casements and awnings.
  - b. PEACHTREE "Ariel" clad casements and awnings.
  - c. WEATHER SHIELD clad casements and awnings
  - d. Other manufacturers and models may be considered if they meet the standard set forth in this Appendix.

Fixed Glass Panels

1. Fixed glass panels may be replaced with insulating glass panels of any thickness provided that they can be installed with wood stops and trim that cannot be distinguished from the original, or that -- with a maximum frame width of 2-1/2" -- they align the glass edges with the glass edges of the adjacent operable windows.

Sliding Glass Doors

1. All sliding glass doors must be the full height of the original opening. Standard height doors with transoms are not permitted.
2. Assemblies of sliding glass doors consisting of two panels with a total width exceeding 9 feet may be replaced by assemblies consisting of three panels.
3. Frame width/sight lines including visible portion of perimeter frame and door frame shall not exceed 3-3/4" at head and both jambs of door or 3-7/8" at sill.
4. All sliding glass doors must be fabricated with either a clear anodized aluminum finish (matching the original doors) or a white (not off-white) coating equal to "Kynar 500".
5. At the time of first adoption of this revised Resolution, TRACO Aluminum Sliding Glass Door TR-8100 Series meets the stated requirements. Other manufacturers and models may be considered if they meet the standard set forth in this Appendix.

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Window Replacement

HCA  
President *David Keever*      Date 7/23/00

HCA  
Secretary *Richard Speier*      Date 7/23/00

HCA Board:

David Keever	President
Chris Freeman	Vice President
Richard Speier	Secretary
Kevin Wolcott	
Robert Laird	
Lynnette Anderson	
Alice Abrash	