



ADDRESSING THE NEEDS OF RESIDENTS OF WESTPHALIA ROW TOWN HOME COMMUNITY.

HOA: What is it?

As you know, we are a **Homeowners Association (HOA) Community**. HOA regulations are another layer of protection against neighborhood degradation, and an effective means to maintain community standards and protect property values.

The rules of our HOA are described in the Declaration of Covenants, Conditions, and Restrictions (CC&Rs).

The CC&Rs is the legal document that includes the guidelines for our community. The CC&Rs are recorded in the county records and are a combination of county, state and federal law—these are legally binding.

Becoming knowledgeable about our CC&Rs is one of the most important duties you have as a homeowner or resident of Westphalia Row.

Informed homeowners make great neighbors, and great neighbors make great communities.

Our CC&Rs can be accessed by signing into your Comsource account and selecting “Governing Documents” in the column on the left. The articles of “Section IX Use Restrictions” is a good place to start. Reviewing the CC&Rs will also be helpful during HOA meetings. HOA meetings will be announced 30 days in advance—minutes from previous meeting will be provided at the next meeting.

If you have not set up your Comsource account, please email our Property Mnager, Stephanie Baez at sbaez@comsource.com. If needed, you may also contact Mrs. Baez for clarification or explanation of specific CC&Rs.



Westphalia Row HOA Representation & Committees

President: Heather Brown
Vice President: Tiffany Cobb
Treasurer: J. Caprice Brown
Secretary: Constance Batts
Member-at-Large: Ed Duafala

Committees:

- 1. Architectural Change
- 2. Social – Clubhouse

*Westphalia Row
HOA Board Focus:*

- ❖ Serve as an advocate for homeowners—listen and commit to action
- ❖ Community preservation—protect and increase property values
- ❖ Increase communication—educate members about CC&Rs as well as the benefits of membership.
- ❖ Promote fellowship



TIPS TO BEING A GOOD NEIGHBOR

Good Neighbors = Respectful Neighbors

During the spring and summer seasons, as well as holidays, we understand that there will be an increase in social gatherings within the community—this may cause concern due to parking limitations and noise. It is important that we are mindful of our neighbors and ensure that we maintain an environment of respect and consideration. To assist with leading this effort, the Board considers it important to include guidance on “noise control” from Prince George’s (PG) County’s *Code of Ordinances*.

In the *Code of Ordinances*, **Noise** is defined as “related to human activity including noise produced vocally, with a radio receiving set, musical instrument, phonograph or any other device or by a machine, tool or other equipment which produces, reproduces or amplifies any sound or noise which is continuous in nature and audible more than fifty (50) feet from the source of the sound or noise in the public right of way or an adjacent building” (Section 19-120. – Declaration of Policy).

In utilizing this definition, neighbors may not “create noise or allow noise to be created that disturbs the peace, quiet, and comfort of a residential area and includes residences in all areas.” If a neighbor is found guilty of violating the noise ordinance, and continues to do so, he/she is subject to “**a fine not exceeding \$500.00 for a first offense, and \$1,000.00 for each subsequent offense or imprisonment not exceeding thirty (30) days, or both such fine and imprisonment**” (Section 19-124. – Enforcement and penalties).

To read the full ordinance on Noise Control, including other ordinances enforced by PG County, please research Prince Georges Noise Ordinance in the online Municode Library

Clubhouse UPDATE

The Board is working diligently to open the Clubhouse and make available for use. The Board completed a walkthrough of the Clubhouse in June 2018. During this walkthrough, the Board discovered several items that need repair before clubhouse management can be transferred from the builder (Haverford) to the HOA. Due to Haverford’s priority shift to the Skytowns, work is going at a slower pace than anticipated; however, the Board is following up with Haverford to make sure repairs are completed. The community will be updated on the progress and when the Clubhouse is available for use. At that time, all rental policies and requirements will be in place and enforced during rental application review.

Important Numbers

- Non-emergency Police: 301-352-1200
- WSSC emergency: 301-206-4002
- Pepco Emergency: 877-737-2662
- Washington Gas: 800-752-7520
- Poison Control: 800-222-1222
- Post Office: 800-275-8777
- Voter Registration: 301-341-7300



As the community has grown, parking has become a top concern in the community. As we work to get parking rules in place—and enforce the 2017 Parking and Enforcement Policy— please be mindful of your neighbors when parking your vehicle or directing your guests to park in the community. The parking spaces in the community will not accommodate every individual owner, tenant, and guests; therefore, please utilize driveways and garages for parking. As a reminder, the following Parking Rules & Restrictions should be adhered to at all times:

- Vehicles are NOT permitted to park on the side of “end” townhomes; these are not parking spaces and limit the area for cars to drive around.
- Park vehicles in driveways and driveway aprons; if car does not fit parallel on driveway apron, you may NOT park there—parking in the alley is NOT permitted at any time.
- Guests may park along Sansbury Road and Fernwood drive; cars must be parked 10ft away from the crosswalk to prevent obstruction of sight for turning vehicles.
- Where permitted, park vehicles parallel to the curb in the direction of traffic movement.

The HOA Board is currently working to finalize a contract with a towing company to ensure enforcement of all parking rules and regulations. More information will be distributed once executed. To file a parking complaint, you must complete the Parking Complaint Form and cite the rule/regulation in violation. The Parking Complaint Form and Rules and Regulation are attached to this email. If you have any questions, please contact our property manager, Stephanie Baez at sbaez@comsource.com.