



Rosslyn Heights East Unit Owners Assn. Arlington, Va.

www.rosslynheightseast.com
Property Manager: Gates Hudson Community Management
3020 Hamaker Court, Fairfax VA 22031-2220 • 703-752-8300

Rosslyn Heights East Vent Installation Rules & Procedures

Rosslyn Heights East permits unit owners to install exterior moisture vents for bathrooms under the following conditions:

1. The unit owner must obtain prior approval of the RHE Board of Directors (constituting the Architectural Control Committee) for installation of a vent, under Article XV of the RHE Bylaws. The board meets approximately every four to five weeks. The unit owner must submit a letter requesting permission to install a bathroom moisture vent, describing installation plans for vent location, size and type and identifying the condominium unit involved to the RHE Board. The owner also must include a signed statement declaring that the vent is for the purpose of bathroom moisture ventilation only, and that the use of the vent for any other purpose shall constitute an unauthorized installation, which is in violation of the condominium's policies.
2. The unit owner must install the vent in compliance with Arlington County Code. Prior to installation, the unit owner must obtain a county electrical permit and submit a copy to the RHE property manager. [The Inspection Services Div. (703-228-3800) of the Arlington County Dept. of Community Planning, Housing & Development handles Permit requests.]
3. Noise-producing installation work on a vent is limited to the hours of 9 am to 9 pm.
4. The exterior vent must be four (4) inches in diameter. It must be installed above the center of the bathroom window three bricks above the concrete lintel (for basement-level, first and second floor units). If the presence of a joist prevents centering the vent above the bathroom window, the unit owner must contact the RHE property manager to obtain approval for a different placement prior to any drilling through the exterior of the building. If another vent already has been legally installed for a basement-level, first or second floor unit in the same stack of units, the exterior vent must line up vertically with the existing vent(s) and otherwise match their distance placement above the bathroom window to present a uniform appearance.

NOTE: Because of structural limitations in third-floor units, owners of those units must present the board with a proposal regarding placement of the exterior vent on the outside of the building that does not interfere with the roofing system.

5. The vent fan must be an ultra-quiet model and UL listed.
6. Prior to or immediately upon installation, exterior vents installed on brick must be painted Duron paint color 8356N Mackay Cedar (to approximate the brick color). (It is recommended the unit owner obtain the paint himself/herself and not rely on a contractor to obtain it.)
7. Following installation, the vent must pass an electrical inspection by the Dept. of Community Planning's Housing & Development Inspection Services Div.
8. The unit owner is responsible for keeping the vent cover properly painted and preventing birds and insects from nesting in it or other debris from collecting in it.

PENALTIES: Under Rosslyn Heights East Bylaws and the Virginia Condominium Act, the exterior walls of RHE buildings belong to the unit owners association. Individual unit owners may not make any alteration, including holes in the exterior walls, without prior approval of the Board of Directors. Under Bylaws Article X(f), the Board may enter a unit, remove a vent installed in violation of the above rules and charge the unit owner for the cost of removal.

Adopted January 22, 2002