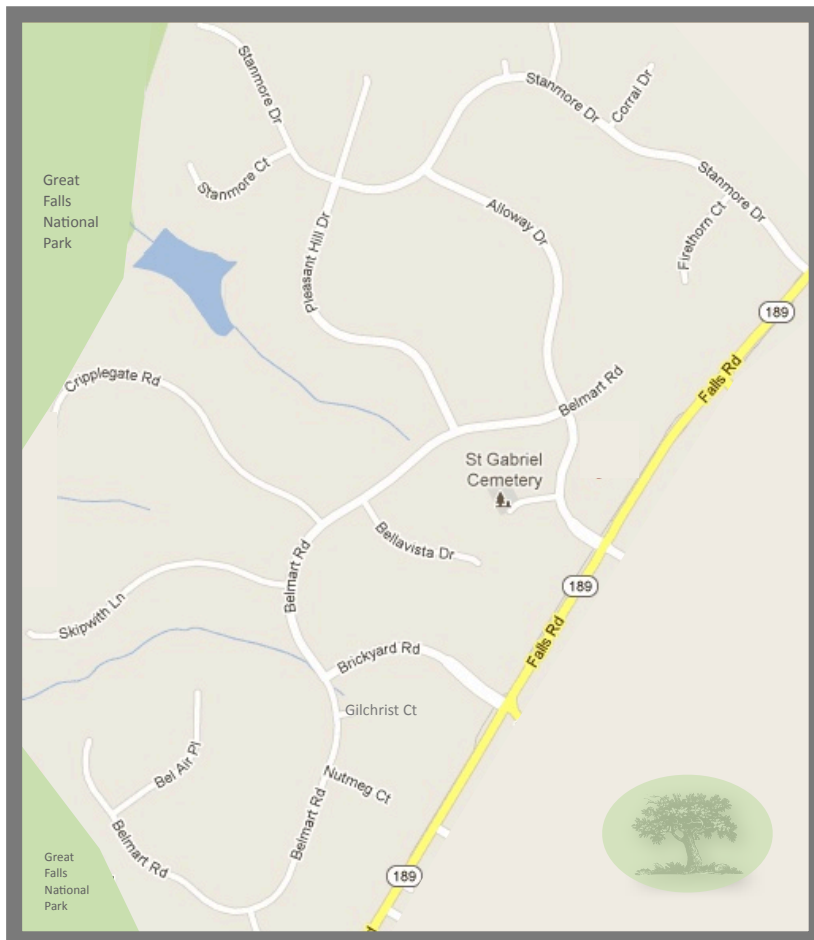


POTOMAC FALLS

HOMEOWNERS ASSOCIATION



A GUIDE TO THE NEIGHBORHOOD



A HISTORY OF POTOMAC FALLS

The Neighborhood

The Community of Potomac Falls was established in 1960, when William C. & Allison N. Miller purchased 800 magnificent rolling acres in rural Potomac. Under their building expertise, better than 200 homes on a minimum of two acre lots were built. Today, there are about 260 home sites here and Potomac Falls enjoys a reputation as one of the most beautiful and sought after neighborhoods in our region. Some properties here are now undergoing major change, yet the community still maintains its original character. The oldest home in Potomac Falls is the Samuel Ford House, circa 1887, located on Cripplegate Road. It is believed that the house served as the assayer's office for the gold mines in the area. The office was believed to be in the cellar with bars on the windows and 18 inch walls, to keep the gold safe. Many aspects of life in Potomac have altered since the days when William and Allison built our homes, but the genuine friendliness and community spirit of Potomac Falls does not change. It is a special place offering serenity and safety in a family environment with immediate access to the Nation's Capital and its many wonderful resources.

The Homeowners Association

Founded in the spring of 1968, the Potomac Falls Homeowners Association (PFHA) is a nonprofit corporation whose volunteer directors are elected annually by the members, and whose programs and services are supported through annual membership dues. In other words – the association **belongs to** the residents who contribute annually to the neighborhood account. The PFHA contracts for the security patrol service and oversees the Architectural Review Committee. It also maintains the front entrances, as well as all of our common land areas. The PFHA also serves as a liaison to local government, business, and community organizations. In addition, PFHA publishes this directory and quarterly newsletters, manages the PFHA website, and keeps members informed of local happenings via e-mail. PFHA also sponsors social events such as the July 4th parade & picnic, coffees, evening socials and luncheons. Although the Association contributes a minimal amount towards the cost of advertising these events to members, they are otherwise totally self-supporting and are financed through a separate account.

POTOMAC FALLS GOOD NEIGHBOR GUIDELINES

These guidelines derive from a combination of Potomac Falls Covenants*, County regulations and requests from our members.

Please keep in mind that the role of the association is to remind homeowners of the terms of our covenants and to provide guidance on issues that affect the overall appearance and quality of life in this neighborhood.

Our property deeds contain **covenants aimed at protecting the style, design and overall value of the neighborhood. It is critical that we follow these covenants to maintain the reputation that we have enjoyed for the past forty years. Adherence to these covenants is expected of **ALL** homeowners, irrespective of PFHA membership. For a full listing of these covenants, please visit the website.*

Fences

According to our covenants, permanent fencing is to be **no more than 4' in height** unless superseded by county code. Please ensure that fences and walls, especially those at the front of your home, are either well-maintained or completely removed.

Contractor Signs

Advertising signs are **not allowed** according to Potomac Falls covenants. **Please do not allow** your contractor to place a sign on your property. For Sale signs are currently the only exception to this.

County Rights of Way

The 10 feet minimum area between the street and the property line is owned by Montgomery County which is responsible for keeping the drainage swales functioning properly. However, **routine grooming/upkeep of this area is the responsibility of the individual homeowner**. Please make sure your right of way is kept clean and that drainage channels do not become clogged with debris. **County code prohibits the placing of any obstacle in the right of way**. The county may remove stakes/ rocks or other obstructions from this area at any time.

Bridlepaths

These paths were part of the community's original 1960's design. The paths are easements and their upkeep is the responsibility of abutting homeowners, who actually own the land. Please try to keep these areas free from debris and overgrown vegetation.

Noise Nuisance

County Code prohibits construction work **before 7:00 am**. Please refrain from using leaf blowers or other noisy equipment as far as possible on the weekend, except between the hours of 9 am and 5 pm. Party noise and outside speaker music must be quietened after 11 pm. Large truck deliveries should be scheduled during daytime hours only. **Barking dogs must be inside from 11 pm - 7 am.**

Dumpsters

Please ask your contractors to site a dumpster on your driveway to keep Potomac Falls neat and safe for traffic and pedestrians. Any placing of a dumpster on our streets requires a right-of-way permit from the County.

Pets

Please be sure to clean up after your dog! Do not let your pet approach another dog or person without permission or enter another homeowner's property unattended. If your dog is barking in your yard for more than a few minutes, please bring him inside, especially when your neighbors are trying to sleep.

Solicitation

There is a **NO solicitation** rule in effect for this neighborhood. Please encourage any vendor violating this rule to abide by it in future. Call Ifti or the police if you are approached by a vendor at your home. **This is a serious security issue.**

Newspaper Delivery and Trash/Recycling Pick-Up

Newspapers and other printed material should be promptly picked up from the driveway. When away from home, please be sure to cancel your newspapers and suspend mail service. Please remove empty trash receptacles from the street edge as soon as you can.

Speed and safety concerns

The speed limit for the entire neighborhood is 25 miles per hour. Please drive within this limit and come to a complete stop at intersections. The neighborhood was designed without sidewalks. Please reduce speed when driving near playing children, walkers, joggers and animals. Always stop for school buses.

Street Parking

Please park your vehicles and those of your guests and contractors on your driveway whenever possible. If you are holding a large event, you **MUST** inform Ifti one week prior so that he can monitor traffic flow. These measures will ensure emergency vehicle access and will help reduce damage to the grass rights of way. If vehicles must be parked on the street, then use one side only and keep tires off your neighbors' grass.

KEEPING IN TOUCH

Our Website: www.potomacfallshoa.org - The website is a resource for PFHA members, prospective homeowners, and realtors. The public section of the website contains general information about the neighborhood. The Members Only content includes an online neighborhood director and other information of interest to PFHA members. This section is password-protected and therefore not accessible to non-PFHA members. Each PFHA member household has a unique password and can control access to its online directory information.

Our Neighborhood Social Network: Nextdoor.com

Only Potomac Falls residents are eligible to join potomacfalls.nextdoor.com which makes it a great, private communication resource for our community. This website allows members to chat, post recommendations or items for sale/ services needed, such as babysitters or housekeepers. Social events are announced here as well as by e-mail. For an invitation to join, please e-mail admin@potomacfallshoa.org.

Newsletter - A quarterly neighborhood newsletter is distributed by email to all PFHA members in Spring, Summer, Fall and Winter. A paper version is available for those residents who do not have an e-mail address. The newsletter contains updates on PFHA Board initiatives, including landscaping, infrastructure study, neighborhood security, financial information, and county government relations. It also includes a calendar of upcoming PFHA community events, photos and reviews of recent events, real estate updates, new homeowner announcements, and a classified section for PFHA members only.

E-mail Updates - All PFHA members who provide an e-mail address will receive periodic e-mail notices of community interest: security concerns, upcoming meetings or social events, the quarterly newsletter, and important PFHA Board initiatives. Your e-mail addresses are never distributed to any third-party. We recognize that not every member has access to e-mail, so print versions of newsletters and important homeowner information will be available to members who do not use the internet. Please ensure that the e-mail address you have on file is kept up to date.

SOCIAL EVENTS

The association creates many opportunities throughout the year for socializing, with or without the kids. Adult events include everything from cocktail parties and casual Fridays at our favorite local watering hole, to pot-luck dinners at neighbors' homes. We have a Holiday Cookie Exchange, a winter wine tasting and a spring pot luck. Festive brunches and morning coffees are also planned at special times during the year. Our biggest events are for the whole family and include the following:

July 4th Parade and Picnic - An annual July 4th parade through the neighborhood with the local fire department and neighbor cars leading the way for hundreds of kids and parents on decorated bikes, scooters, and on foot. The party-goers parade to a nearby home for a traditional picnic. Many activities and games including a DJ, dunk tank, and more to keep both kids and adults celebrating all afternoon.

Thanksgiving Commode Bowl - a neighborhood Thanksgiving Day touch football game for families, friends, and fans of all ages.

Car Show and Oktoberfest - Potomac Falls is home to a surprising number of vintage car enthusiasts, as well as owners of exceptional new automobiles. Every other Fall, neighbors get together to check out the collection of great vehicles, share some great beer, wine and food and celebrate the arrival of Fall.

Halloween Spooktacular - PFHA's annual pre-trick-or-treat party for young ghosts and goblins. Pizza, crafts and games in the yard for the older kids are just some of the fun activities.

All social events are completely self-funded and are not supported financially by annual PFHA homeowner dues.

LOCAL PHONE NUMBERS AND WEBSITES

FIRE	911
Fire & Rescue Non-Emergency Number	240-777-0744
Cabin John Volunteer Fire Dept.	
Station 30 Potomac, 9404 Falls Road	301-299-4300
Station 10 Bethesda, 8201 River Road	301-365-2255
 POLICE	 911
Non-Emergency Number	301-279-8000
Sheriff Montgomery County	240-777-7000
State Police Non-Emergency	301-424-2101
1 st District Rockville Station, 1451 Seven Locks Road	240-773-6070
2 nd District Bethesda Station 7539 Wisconsin Avenue	301-652-9200
Emergency Information Line	240-777-6500
 HOSPITALS/ MEDICAL EMERGENCY	
Georgetown University Hospital	202-784-2000
Shady Grove Adventist	301-279-6000
Sibley Memorial	202-537-4000
Suburban Hospital	301-896-3100
Poison Center	800-222-1222
 NATIONAL, STATE AND COUNTY PARKS	
MD National Capital Park Police	301-315-4000
C&O Canal Park Information	301-739-4200
www.nps.gov/choh	
Montgomery County Parks	301-495-2500
www.mcparksandplanning.org	
Recreation Department	240-777-6804
MD National Capital Park and Planning Commission	
www.mncppc.org	
 MOTOR VEHICLE ADMINISTRATION	 800-950-1682
www.mva.state.md.us	
 LIBRARY SERVICES	
www.montgomerylibrary.org	
Potomac Library, 10101 Glenolden Drive	240-777-0690

SCHOOLS

Montgomery County Schools	240-777-3391
www.montgomeryschoolsmd.org	
Board of Education	301-279-3391

COUNTY SERVICES/ UTILITIES

Montgomery Alert (Emergency e-mail or text alert sign up)	
alert.montgomerycountymd.gov	
County Executive Offices	240-777-2500
Ike Leggett (special asst, Jennifer Hughes)	
ike.leggett@montgomerycountymd.gov	
www.montgomerycountymd.gov	
Street maintenance, snow plowing, tree removal	240-777-6000
WSSC	800-634-8400
www.wssc.dst.md.us	
Water & Sewer Emergency	301-206-4002
PEPCO	800-424-8028
PEPCO (Electrical Emergency)	202-872-3432
PEPCO (Power Outage)	877-737-2662
Pole Lights (Metal Only) Montgomery County	240-777-2190
Pole Lights (Wood Only) PEPCO	202-872-3432
Washington Gas (Gas Emergency)	800-752-7520
Comcast	301-424-4400
Verizon	301-954-6260
DirecTV	800-531-5000

TRASH PICK-UP SERVICES AND RECYCLING

Wright - Away Refuse	301-963-2434
Titus Trash Services	301-428-8990
Take It Away	301-515-5371
B & B Refuse	301-831-6732
Larry's Refuse	301-517-5698
Montgomery County Recycling Hotline	301-590-0046
Recycling collection	240-777-6660

ANIMAL CONTROL

Humane Society & Animal Shelter (lost & found; dead animals on road)	240-773-5960
Wildlife Nuisance Problems (birds in attic etc.)	877-463-6497
Animal Emergencies	240-773-5900

POTOMAC FALLS LAKE ASSOCIATION

The approximately ten acre lake parcel in Potomac Falls between Cripplegate, Pleasant Hill and Stanmore Court was part of the original development of Potomac Falls. In the early 1960s, the developer constructed an earth dam to create a lake fed by two active streams. In 1981, WC & AN Miller conveyed the lake parcel to the “**Potomac Falls Nature Conservation and Education Association***” (now more generally known as the Lake Association). The association was formed to take title to the lake parcel.

Association membership is made up of those homeowners whose properties abut the lake parcel. A primary condition of the transfer requires the Lake Association to maintain the property as a passive recreation amenity exclusively for owners of home in the Potomac Falls subdivision. The Lake Association owns and manages the property, and is empowered to determine appropriate uses for the lake, establish rules and regulations for its use, and raise funds for maintenance. Potomac Falls homeowner volunteers have maintained the lake since the conveyance to PFNCEA. Those homeowners who wish to use the property are asked to pay an annual fee, currently \$100, to help defer the costs of maintenance. While not all homeowners choose to contribute, the income from the fees, plus additional larger contributions by some, have been sufficient to meet the costs incurred. Information, including use rules and requests for contributions, are sent out annually to the community. Walking access to the lake is through two easements, one from Pleasant Hill and the other from Cripplegate.

To help maintain the natural system and quiet character of the lake, the following “**Lake Use Rules**” have been adopted:

- Use is restricted to dues paying members and families of the Potomac Falls community.
- Boating is allowed. However, no motors of any kind are permitted.
- Boats, not belonging to homeowners abutting the lake, may be left on the shore with the permission of both the homeowner whose property abuts the particular boat’s storage location and an officer of the Lake Association.

- No motorized vehicles, including ATV’s and motor cycles, may be used on the property.
 - No dirt bikes may be used on the property.
 - Fishing is catch and release.
- The property is **closed at dark**. Large gatherings, excessive noise, or other activities that could disturb abutting homeowners, or harm the ecosystem, are prohibited.

If you would like to join the Lake Association, please send your check, made payable to “PFNCEA” to Matt Nolan, 10904 Stanmore Drive, or e-mail Matt at nolan.matthew@arentfox.com

POTOMAC FALLS LANDSCAPING AND NEIGHBORHOOD APPEARANCE

Potomac Falls has 3 entrances: Stanmore Drive, Alloway Drive and Brickyard Road, and 9 circles at the end of our cul de sacs. The cost of maintaining these areas is covered by the community’s residents, through the payment of annual PFHA dues.

Routine maintenance includes mowing, leaf removal, pruning and weeding, fertilization and insect control, mulching, seasonal flowers and watering. Grass areas are over-seeded and aerated in Fall and treated in spring for weeds and soil imbalances. Beds are irrigated in summer and softly lit at night.

In addition, PFHA takes care of stonework at the entrances and street corners and the original corner signage. The American Flag will fly at all three entrances during appropriate Federal holidays. Wreaths will be hung during the December holiday season.

The neat appearance of our neighborhood is important to our reputation as a prime real estate location. Residents are expected to maintain the grass easements at the front of their properties, to trim overhanging tree branches and to repair broken fence posts. The PFHA Board will contact any homeowner whose property does not comply with our covenants and good neighbor guidelines .

COVENANTS OF POTOMAC FALLS

It is the traditional, colonial and countrified style of Potomac Falls' neighborhood design and landscaping that has helped make our development one of the more established and desirable communities in the region. Our property deeds contain covenants aimed at protecting the style and overall value of the neighborhood. The intention of the covenants is to provide a consistent and common approach to the maintenance and appearance of Potomac Falls homes and their properties. This consistency is critical to maintaining the integrity of the neighborhood. The Potomac Falls Covenants, which attach to your property deed, are published in full on our website. Many of the original covenants were designed for the developer of the sub-division. However, there are some covenants which are still relevant to current homeowners. This selection, with key points highlighted, is printed below.

1. LAND USE AND IMPROVEMENTS

No land shall be used except exclusively for private dwelling purposes.

No building, structure or improvements of any kind shall be placed, erected or permitted to remain on any lot other than (i) a detached single-family dwelling **not to exceed 2 1/2 stories in height**, (ii) a garage, (iii) a stable or other outbuilding incidental to the residential use of the lot, and (iv) a fence; subject, however, to the terms and conditions herein contained.

No **line fence or wall**, or fence or wall used for the purpose of dividing or enclosing a lot, in whole or in part, shall be placed, erected or permitted to remain on any lot, or any portion thereof, except hedge, shrubbery, stone, brick, ornamental iron, mortised post and split rail, or plank, **which do not exceed four (4) feet in height**, except with the written consent of the Committee.

No lot or any portion thereof shall be used or maintained as a dumping ground for rubbish. Trash, garbage, refuse, or other **waste material shall be kept in a storage area, screened by appropriate planting** or otherwise, and shall be kept in sanitary containers.

No lot shall be subdivided in any manner or sold in any manner other than in the whole, except with the written consent of the Committee.

2. SIGNS AND NUISANCES

No advertising sign, billboard or other similar device shall be placed, entered or permitted to remain on any lot.

No lot, or any portion thereof, nor any buildings, including outbuildings, or structure, or any improvements placed, erected or permitted to remain thereon, shall be used in any manner as to constitute a nuisance, or used in any manner for any purpose so as to endanger the lives, health and comfort of, or **unreasonably disturb the peace or quiet** of an owner or occupant of the adjoining property or the neighborhood.

6. RIGHT-OF-WAY AND EASEMENTS

In the Deed of Conveyance conveying each lot, Grantor will reserve for itself, its successors and assigns, **a right-of-way ten (10) feet in width**, which, in its sole judgment, may be at the rear lot line or at either or both the side lot lines of each lot, or a combination thereof, **to be used for the purpose of construction and maintenance of poles, wires and conduits for the transmission of electricity for lighting, telephone, and other purposes, and for the necessary attachments in connection therewith, and the public and private sewers, storm water drains, land drains, pipes and other methods of conducting and performing any public or quasi-public utility or function beneath the surface of the ground, including underground cables or conduits for electrical and telephone services.**

The Grantee herein, at his sole cost and expense, shall keep and maintain the above **right-of-way free and unobstructed by fences, gates** or the like, and shall likewise keep the same **free from trash, refuse, weeds, and undesirable vegetation**, so as to permit the ready traversing thereof. And the Grantee, by the acceptance of this deed, hereby expressly agrees that the same when connected with similar rights-of-way over adjoining lots, **may be used as a foot and bridle path.**



POTOMAC FALLS SURVEILLANCE SERVICE

IAS Security patrols our neighborhood each day and night at variable and undisclosed times as scheduled in consultation with the PFHA Security Director. Our Security Guard, Ifti Ahmed, has been a consistent and reassuring presence in Potomac Falls for over twenty years.

PFHA members can call Ifti for assistance with any security issue that is not an emergency. **Residents should call 911 for ANY situation that could potentially require police, medical or fire department attention.** Call IAS to follow-up **after** notifying the appropriate authorities.

Private Parties/Neighborhood Events: Residents must provide Ifti with advance notice of any large event to allow for the provision of extra surveillance. Parking will be monitored with particular regard for the grass edges of our streets. Cars may only park on one side of the street, to ensure access for emergency vehicles.

MEMBER ONLY BENEFITS

Annual Decal: For display on mailbox to identify the homeowner as a PFHA member whose property is entitled to security coverage.

Car Cling Decal - To identify all vehicles and proudly display your residence of Potomac Falls.

Secure Attention: Special focus and attention when your home is vacant. Security service will perform multiple, walk-around, outside surveillances.

IAS Help Line: Your personal phone and e-mail connection to IAS. You can designate an emergency contact phone number while you are away, or have IAS act as an intermediary with MC Police in your stead. Keep Ifti current during your absence via e-mail!

*IAS Security Services
"Proudly Serving PFHA
Since 1988"*

PFHA BOARD OF DIRECTOR ELECTIONS

Every household in the neighborhood is eligible to be a member of the Potomac Falls Homeowners' Association. There are 262 homes in the sub-division. The association is run by an eleven person Board of Directors, which is elected by current PFHA members. We invite all new neighbors to get involved in the association's activities, to join a committee, or to become a member of the association's board.

Election Process

- ◆ The Association holds elections for the Board every year at its annual meeting in late October. Ballots are distributed in early October and may be returned at the meeting or in advance.
- ◆ Each year three or four spots are available on the Board.
- ◆ For residents interested in running for a Board seat, the association uses a nominating committee that develops a list of candidates. That committee sends out a written notice to all association members soliciting nominations in advance of the annual meeting.
- ◆ Nominations may be submitted to the nominating committee up to 30 days prior to the annual meeting, and the nominating committee itself can make nominations.
- ◆ For those nominated, the association requests a short statement of their background and reasons for wishing to become a director. The association publishes these statements in advance of the meeting with a listing of the candidates.
- ◆ The election is held at the annual meeting of the association, at which time an election committee of three members counts the ballots and announces the results.
- ◆ Once elected, board members serve for a term of three years. The new term begins, along with the PFHA fiscal year, on November 1st.