

FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
GENERAL RESOLUTION NO. GR 05/05/21

**VARIANCE REQUEST - 4710 S. 29<sup>TH</sup> STREET  
REMOVE A LOAD BEARING WALL**

WHEREAS, Virginia Code Title 55.1 Section 1956 (B) allows the Board of Directors to exercise power assigned to the "Unit Owners' Association" by the Act, to the extent permitted by the By-Laws of the Unit Owners Association;

WHEREAS, Article III, Section 2 of the By-Laws assigns the Board of Directors with "all of the powers and duties necessary for the administration of the affairs of the Condominium," and further states that the Board may do all such acts and things as are not by the Act or by the By-Laws directed to be exercised and done by the Unit Owners Association;

WHEREAS, Article XV, Section 1 of the By-Laws states that it shall be prohibited "to make any change or otherwise alter (including any alteration in color) in any manner whatsoever the exterior of any condominium unit...or to make any change or alteration within any condominium unit which will alter the structural integrity of the building or otherwise affect the property, interest or welfare of any other unit owner," without plans and specifications reviewed and approved by the Board of Directors or by an architectural control committee designated by it; and

WHEREAS, the homeowner of a Clarendon II unit has submitted a variance request for approval to remove a load bearing wall in their unit and the Architectural Control Committee, in accordance with the Board's procedures, has reviewed the request and recommends that the request be \_\_\_\_\_.

THEREFORE BE IT RESOLVED, the Board approves the March 21, 2021 variance request from the homeowner at 4710 S. 29<sup>th</sup> Street to remove a load-bearing wall in their unit, in accordance with the specifications outlined in the attached variance request. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes.

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Moved by \_\_\_\_\_

Second by \_\_\_\_\_

VOTE \_\_\_\_\_

Approved ( ) Disapproved ( )

Submitted by: Management

Roll Call:

Alvord, Melanie _____	Auston, Jessica _____	Brown, Philip _____
Placek, Terry _____	Reem, Harold _____	Stollof, Edward _____
Straub, Lawrence _____	Joseph Torres _____	Wasowski, Anne _____



Fairlington Villages  
A Condominium Association

MEMORANDUM

TO: Board of Directors  
FROM: Erin Moran, Office Manager  
DATE: April 28, 2021  
RE: New Business A-E

---

---

I have not received the report from the Architectural Control Committee for this month's Variance Requests. Once I receive it, I will complete the resolutions and hand deliver and email copies to everyone.



PRIMARY CONTACT INFORMATION (please print):

Owner name(s): Sarah Sheldon Date: 3/21/21

Property address: 4710 29th St. South Unit Model: Clarendon II

Mailing address (if different): \_\_\_\_\_

Daytime phone: 703 872 9464 Home/Cell phone: \_\_\_\_\_ E-mail address: sheldensarah@yahoo.com

FOR THE MANAGEMENT OFFICE:

VARIANCE REQUESTED: Remove lock OWNER VERIFIED:

TYPE OF UNIT: \_\_\_\_\_ ENG CERT/DRAWINGS:

AGENDA DATE: 4/15 VC RESULT:  APPROVE  DENY

BOD APPROVAL REQUIRED:  YES  NO AGENDA DATE: \_\_\_\_\_

1<sup>st</sup> LTR OWNER: \_\_\_\_\_ 2<sup>nd</sup> LTR OWNER: \_\_\_\_\_ FINAL LETTER: \_\_\_\_\_

A variance request is required when making interior or exterior changes to a unit that are not in accordance with Fairlington Villages policy or by-laws.

<http://www.fairlingtonvillages.com/page/19837-354479/Policies>

<http://www.fairlingtonvillages.com/page/19837-354478/By-Laws>

If uncertain whether a change meets policy or by-laws, contact the Management Office.

1.0 UNIT OWNER RESPONSIBILITY ACCEPTANCE

UNIT OWNER UNDERSTANDS AND AGREES:

- 1.1. Unit owner must be up to date on all assessments and payments due before a variance request can be considered.
- 1.2. Misrepresentation, written or oral, VOIDs a variance approval.
- 1.3. Work proposed in a Variance Request may not be started until receiving written approval from the Management Office on behalf of the Board of Directors or Architectural Control Committee, as Required.
- 1.4. All work must be done according to:
  - the Variance Approval,
  - the Building Permit,
  - the Rules and Regulations of the Association,
  - local jurisdiction noise, safety, and building code requirements, and
  - best practices for maintaining a safe site in and around the unit, including trash removal and haul away. Trash removal policies:

<http://fairlingtonvillages.com/page/19837-384255/Community-Projects-Renovations>.

- 1.5. All building permits and inspections are, ultimately, owner responsibility, even though a contractor agrees to make these arrangements.
- 1.6. Construction must start within 180 days (not to exceed 180 days) of receiving notice of approval from the Management Office or the Variance will be VOID. Extensions may be granted by the Management Office, in writing.
- 1.7. Construction must be completed within 180 days (not to exceed 180 days) of beginning construction or the Variance is VOID. Extensions may be granted by the Management Office, in writing.
- 1.8. Owner must notify the Management Office when final approval from the jurisdiction's Building Inspection Service is complete. The Management Office will inspect the finished project to verify that construction agrees with the Variance Request. If interior inspection is required, owner may be present or provide a key to the Management Office, as mutually agreed.

## 2.0 VARIANCE TIMELINE

- 2.1. Submit Variance Requests to the Management Office by the 1st Monday of the month to be included on the Architectural Control Committee agenda for that month.
- 2.2. Architectural Control Committee meetings are held on the 3rd Thursday of each month at 7 PM in The Fairlington Villages Community Center, 3001 S Abingdon St. Meetings are OPEN. Please, join us! It helps and should not take long.
- 2.3. Incomplete or inadequate variance requests will be returned via the Management Office with an explanation of what will be needed when resubmitted.
- 2.4. Some Variance Requests require Board of Directors (BOD) approval. The Architectural Control Committee sends all such Requests to the BOD, along with its recommendations.
- 2.5. BOD meetings come on the 1st Wednesday of every month at the Community Center and are OPEN. Even if the Architectural Control Committee recommends NOT approving your request, you may ask the BOD for their approval. The BOD decision is final.
- 2.6. Upon completion of the project, provide owner certification that the project was completed in accordance with the approved Variance to the Management Office.

## 3.0 VARIANCE INFORMATION

Planned date for project start: Mid-May / June

Approximate date for project completion: 1 month

*If requesting post-construction approval for a project that did not undergo the required Variance approval process, see section 6.0.*

Variance requested (Check all that apply):

Interior

Changing, modifying, or removing any wall, or any support post and the joist(s) it supports;

All attic space conversions;

All renovations introducing additional plumbing fixtures.

*See section 4.0 for interior variance submission requirements.*

Exterior

Anything altering the exterior appearance of the building, including wall penetrations, cables, pipes, windows, window trim, doors, door trim, steps, and fences.

Any other changes not in accordance with policy

*See section 5.0 for exterior variance submission requirements.*

#### 4.0 INTERIOR VARIANCE DOCUMENTATION

All interior variance requests shall provide the following:

- A detailed description of interior improvements/renovation/work, including location

I would like to renovate my kitchen to create an island.  
I would remove the current kitchen/dining room wall  
and reposition the kitchen/living room wall by moving  
it 3', toward the stairwell/front door.

I've contracted with DeLong Home Improvement for  
the work.

- Floor plan of your unit clearly marked to show the proposed changes. Show measured and planned dimensions. <http://fairlington.org/homedata.htm> contains floor plans with approximate dimensions.
- Color photographs of the area to be changed. Indicate locations of proposed changes on the photographs.
- Copy of contractor proposals, commercial literature, and any related information.

#### 4.1 Interior projects requiring Arlington/Alexandria building permit

To determine if work requires a building permit, consult your respective county/city building permit office.

For Arlington address: <https://building.arlingtonva.us/resource/residential-building-permit-application/>

For Alexandria address: <https://www.alexandriava.gov/permitcenter/default.aspx?id=55414>

For projects proposing changes to the interior that require an Arlington/Alexandria building permit, provide the following information with your Variance Request:

- An original letter from a Professional Engineer, licensed in Virginia and qualified in structural engineering declaring without qualification that if the project is constructed in accordance with plans, the project will have no effect on the building structural integrity.
- A copy of the building permit approval from the county/city.
- An owner certification post-construction that the project was completed in accordance with the approved building permit and Variance.

#### 4.2 Interior projects not requiring Arlington/Alexandria building permit

For projects proposing changes to the interior (Changing, modifying, or removing any wall, or any support post and the joist(s) it supports) that do NOT affect the building's structural integrity, provide:

- An original letter from a Professional Engineer, licensed in Virginia and qualified in structural engineering declaring without qualification that if the project is constructed in accordance with plans, the project will have no effect on the building structural integrity.
- An owner certification post-construction that the project was completed in accordance with the approved Variance.

**5.0 EXTERIOR VARIANCE DOCUMENTATION**

All exterior variance requests shall provide the following:

- A detailed description of exterior changes proposed, including location

---

---

---

---

---

- Reason(s) for the change(s):

---

---

---

Photographs of the building exterior showing the existing condition of the building and marked to show specific locations of the proposed change(s). Both wide and detailed area photographs are helpful. For changes outside the building, consider using Google Maps to show aerial location of change.

Photographs of nearby units or buildings with similar exterior changes are helpful. Show address. For wall penetrations:

- Detailed description and location(s) of any new wall penetration(s), including exterior vent cover(s), cable, wire, HVAC, or other pipe penetration(s). (may be included in description above)

- Detailed description of how penetration(s) no longer needed will be repaired and made weatherproof. (may be included in description above)

Documentation showing the color(s) of material(s) proposed to be used. If not white or reusing existing materials, color samples or images will be required.

An owner certification post-construction that the project was completed in accordance with the approved Variance.

**6.0 EXPEDITED AND POST-CONSTRUCTION VARIANCES**

Variance Requests for reasons of health, safety, or security may be expedited insofar as Variance Committee and Board Members are able. Provide written justification.

Variance Requests for projects already completed shall submit all of the information above, including color photographs and an explanation for not receiving the Variance prior to the change. Note that Variance approvals are required for sale of a property and may be subject to an assessment when requested post-construction.

---

---

---

---

**7.0 APPLICATION / INDEMNIFICATION / AGREEMENT:**

I/we, owners of the referenced unit, apply to the Architectural Control Committee and the Board of Directors to make the requested changes/modifications/additions/improvements (the Project) to the unit.

I/we agree to be personally responsible to the Association and to any other unit owner for all damage caused by or arising from the Project and to indemnify the Association for all of its costs, judgments, and/or expenses, including actual attorney's fees, arising from or relating to the Project.

I/we agree that, if approved, the Project will be completed in accordance with the Variance received.

I/we have read and understand the requirements and guidelines provided by the Association.

Signed:  Date: 3/21/21

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### 8.0 PROJECT COMPLETION VERIFICATION

After the project is completed, the unit owner must certify that the work was completed in accordance with the approved Variance and Building Permit (if applicable).

- Provide color photographs showing the completed work.
- Provide copy of any building permit inspections or completion documentation (if applicable).

I/we, owners of the referenced unit, certify to the Architectural Control Committee and the Board of Directors that the requested changes/modifications/additions/improvements (the Project) were completed in accordance with the approved Variance Request.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# ELENCON

Elhadj Engineering  
Consultants

April 25, 2021

Mr. Bob DeLong  
DeLong Home Improvement  
[dhidelong@aol.com](mailto:dhidelong@aol.com)

RE: 4710 S 29<sup>th</sup> St  
Arlington, VA 22206  
Sheldon

Dear Mr. DeLong,

Thank you for calling Elencon for our inspecting the condo referenced above. As you requested, our inspection was limited to evaluating the removal of interior wall between the kitchen and the dining room/family room. Our Findings and Conclusion are below. No legal advice is provided.

## Findings

1. The condo is a two-story unit constructed on a basement that is located in the Fairlington Villages (Unit 1856) in Arlington, VA (RPC 29-009-856). The building is reported to have been constructed in 1944 and is zoned RA14-26.
2. The basement ceiling is framed with wood joists spaced at 16" on center that span from front to back over an interior CMU wall and wood beam.
3. The main level ceiling is framed with 2x8 and 2x10 wood joists spaced at 16" on center that span from front to back over a wood beam and side to side over an existing 3-2x10 beam.
4. The interior walls around the kitchen are proposed to be removed. A new (3) 1-3/4"x11-7/8" LVL beam is proposed to be installed spanning from side to side (the width of the house). The beam will support the front to back ceiling joists and the 3-2x10 beam above the kitchen ceiling. The beam will be supported on 2-2x6 studs at each end.

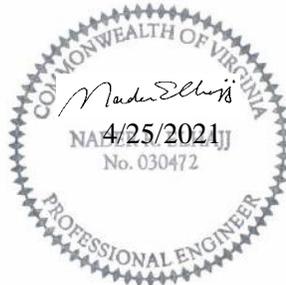
## Conclusion

The removal of the kitchen walls and the installation of the new LVL ceiling beam complies with the 2015 IRC code and will not impact the structural integrity of the unit or the building.

If you have any question regarding this report, please call me at (703) 615-2451.

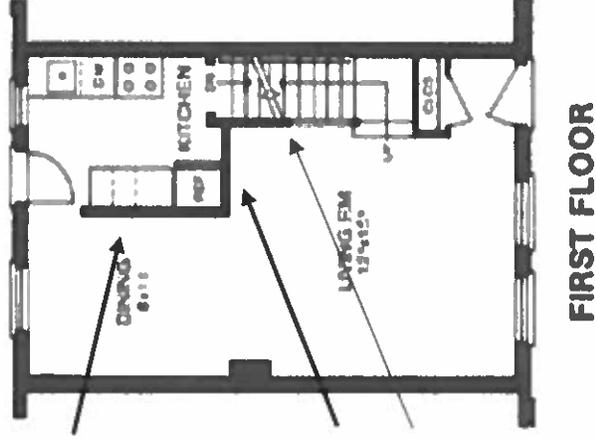
With best regards,

Nader Elhadj, P.E.



This report is based on the conditions observed at the time of evaluation and information obtained from the investigation, including any information provided by the client. We prepared the report for the exclusive use of our client. The investigation was limited to non-destructive, visual observations of the portions of the structure included in the scope of the evaluation that were readily visible and accessible. We did not remove surface materials, furnishings or equipment, undertake any digging or excavation, or perform any destructive or invasive testing. Accordingly, we cannot comment on the condition of systems and components that we could not see. Hidden conditions may exist and there is no claim that all conditions were observed. We are not responsible for conditions that were not within the scope of our services at the time of inspection. We did not assess the stability of the building or the underlying foundation soil since this effort would require excavation and destructive testing. We did not perform any computations or engineering analysis as part of this evaluation, nor did we conduct a comprehensive code review. This report should not be considered a warranty of condition, and no warranty is implied. The opinions, conclusions, and recommendations expressed in this report are based on the findings of the evaluation, and the knowledge and experience of Mr. Elhadj and Mr. Elhadj has provided consulting services with the degree of care and skill ordinarily exercised under similar circumstances by reputable members of the profession practicing in the same or similar locality. No other guarantee or warranty, either expressed or implied, is provided.

# CLARENDON II



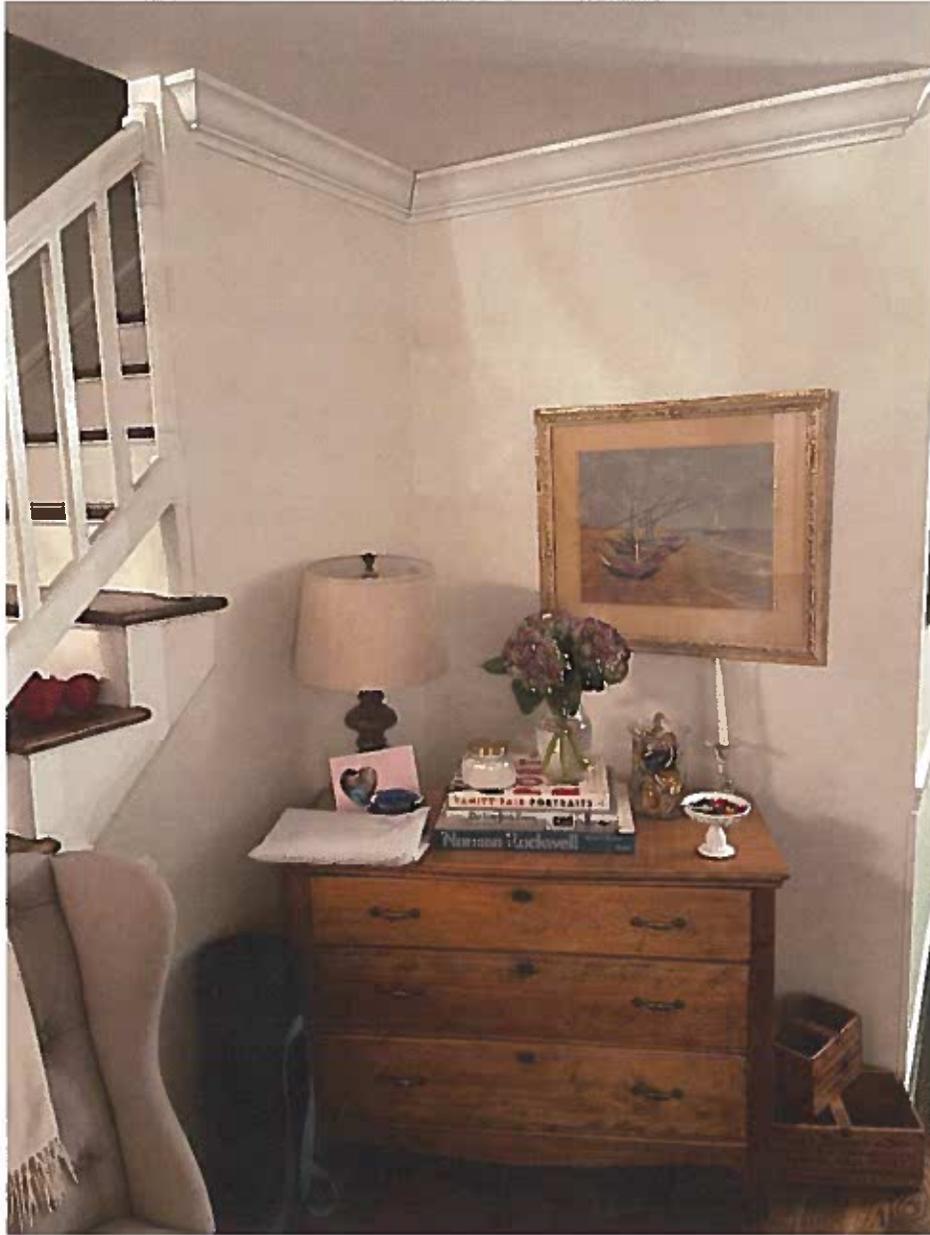
Requesting to remove wall between kitchen and dining room

Requesting to move the 55" wall between the kitchen and the living room back by approximately 32" so that it's closer to the staircase.

Dimensions shown are approximate and subject to change



Requesting to remove this wall separating the kitchen and dining room to create an open kitchen with an island.



Requesting to move the wall separating the kitchen and the living room corner back by approximately 33" so that it's near-flush with the top of the staircase.



Request to move wall with red arrow to the position of blue arrow and to remove entirely the wall with the green arrow.

# ARLINGTON COUNTY, VIRGINIA

DEPARTMENT OF COMMUNITY PLANNING, HOUSING AND DEVELOPMENT  
INSPECTION SERVICES DIVISION

# BUILDING PERMIT NOTIFICATION



The permit issued for this property authorizes construction to proceed in accordance with the Virginia Uniform Statewide Building Code and the Arlington County Code Chapter 3 Building Code.

<b>Permit Number</b>	<b>B2100614</b>
<b>Permit Issuance Date</b>	<b>3/23/2021</b>
<b>Property Address</b>	<b>4710 29TH ST S ARL</b>
<b>Project Description</b>	<b>KITCHEN REMODEL</b>
<b>Permit Holder</b>	<b>DELONG HOME IMPROVEMENT</b>
<b>Mechanics' Lien Agent</b>	<b>None Designated</b>
<b>Mechanics' Lien Address</b>	<b>N/A</b>
<b>Mechanics' Lien Telephone</b>	<b>N/A</b>
<b>Building Official's Signature</b>	

This notification shall be displayed on the exterior of the construction site, building or premises to be plainly visible from the public way for the duration of the construction project.

New construction of or addition to a residential detached single-family dwelling or accessory structure shall be completed within three years of the date of permit issuance.



**CONTRACT: December 1, 2020**

8113 Valley Run  
 Clifton, VA 20124  
 Email: [dhidelong@aol.com](mailto:dhidelong@aol.com)  
 Office: 703-815-3151; Cell: 703-309-4533  
 VA CONTRACTOR'S LICENSE: 2705-103592

NAME & ADDRESS	Sarah Sheldon 4710 29 <sup>th</sup> Street South Arlington VA 22206
MODEL	Clarendon 2, End
EMAIL	Sesheldon AT Yahoo
PHONE	

**ESTIMATE:**

**PROJECT DESCRIPTION: KITCHEN REMODEL – Island Design**

*Specifications and Scope of Work:*

<b>A</b>	<b>DEMOLITION:</b> Total gut remodel Remove and dispose of: Remove existing ceiling and lights; Cabinetry, flooring, countertops, backsplash, sink and faucet and appliances <i>(*) Note: Fairington HOA's typically require a <u>VARIANCE or HOA APPROVAL</u> for an entire wall or a section of a wall to be removed; in addition, as part of the variance process, an engineering firm must certify that the wall in question is not a load-bearing wall.</i>	
<b>B</b>	<b>CONSTRUCTION / REPAIRS:</b> Install new beam to re-support level above Construct new wall between living and kitchen approximately 30" toward front of house Tape, mud and finish new drywall and Repair / replace other drywall as needed Construct new ceiling, removing soffits, build to accommodate 42" cabinets Repair drywall as needed Repair subfloor as needed	
<b>C</b>	<b>INSTALLATIONS: New, unless otherwise indicated</b>	<b>ALLOWANCES</b>
	LIGHTING: 4 recessed lights	Included
	LIGHTING: 2 Pendant lights over island	\$300
	FLOORING: Install tile or HW flooring	\$5.00 per sq ft.
	CABINETRY: The cabinetry estimate is designed with custom or semi-custom cabinetry, with a large selection of wood species, door styles and finishes, including colors and glazes, as well as numerous options for interior storage, glass cabinet doors, etc. We schedule an appointment for you with our <u>kitchen designer</u> to meet in your home to select your cabinetry, then drawings are sent	\$10,000
	KNOBS AND PULLS	Supplied by homeowner
	COUNTERTOP: material, fabrication and installation	\$2000 for approximately 30 sq ft
	SINK: Stainless steel undermount	\$250
	FAUCET:	\$250
	BACKSPLASH: Tile	\$6.00 per sq. ft
	TRIM: Shoe moulding / base trim at perimeter	Included
	INSTALL APPLIANCES (Coordinate with contractor on refrigerator size)	Supplied by homeowner
<b>D</b>	<b>PLUMBING:</b> Hookups: Faucet, Dishwasher, Disposer <b>ELECTRICAL:</b> Wire for Microhood Upgrade switches and plugs, including GFCI installation, per code	
<b>E</b>	<b>PRIME &amp; PAINT</b> Walls, Ceiling, and Trim (semigloss recommended; homeowners color selection)	<b>Paint Allowance:</b> \$35 per gallon
<b>F</b>	<b>WRAP UP:</b> Grout / Seal Tile and Caulk all seams	

