Montgomery Village Foundation presents the

2020 HOME IMPROVEMENT GUIDE

Because home is where your heart is...
Home improvement is up to you—and we can help

This annual insert, brought to you by the Montgomery Village News and the Montgomery Village Foundation (MVF), offers valuable information about projects you may want to take on in your home. This handy guide will serve as your year-round resource for getting the job done right and turning your home improvement dreams into reality.

Also featured in the Home Improvement Guide is a reader-friendly guide full of tips.

Before you begin any exterior modification to your Village home, you must submit a Property Improvement Request (PIR) form to the Architectural Review Board (ARB), requesting approval of the project. This is because Montgomery Village is governed by covenants requiring prior approval for all exterior changes to your home, from big projects like decks, to smaller spruce-ups like new exterior paint.

For an explanation of the process, visit the MVF website at www.montgomeryvillage.com or call the Architectural Standards Department at 301-948-0110.

Many of the merchants you’ll find in this guide have extensive experience working on Village homes and are familiar with the ARB process. Together, with the helpful staff of MVF’s Architectural Standards Department, you can be certain that all Village communities will remain as beautiful as always.

Feel free to call MVF at 301-948-0110 for answers to your home improvement questions, or about anything involving life in the Village.

The Montgomery Village Foundation Office, located at 10120 Apple Ridge Road. Residents can stop in the office, call 301-948-0110 or e-mail mvinfo@mvf.org. Information about MVF services is available online at www.montgomeryvillage.com.

Montgomery Village Foundation Fast Facts

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<thead>
<tr>
<th>Established</th>
<th>1966</th>
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<tr>
<td>Status</td>
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<td>Mission</td>
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<td>Village Facilities</td>
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Montgomery Village Fast Facts

| Population | 40,000 |
| Residential Units | 12,099 |
| Neighborhoods | 10 Homes Corporations, 11 Condominium Associations, 4 Rental Complexes |
| Established | 1966 |
| Community Definition | Large-scale planned community |
| Emergency Services | Montgomery County |
| Zoning and Code | Montgomery County Zoning |
| Architectural Standards | Montgomery Village Foundation |

Please Note:
Every exterior modification must meet established ARB application and approval requirements regardless of whether a modification or replacement material has been approved in concept in the past. Also, MVF does not take responsibility regarding claims and services advertised in the Village News and Home Improvement Guide.

Stay connected with Montgomery Village
The Architectural Standards (AS) Department has provided the Village with a variety of resources to assist and support homeowners with their many exterior property changes or architectural needs. Below are many of these informational resources available to all through the internet, the MVF Office and through many of our dedicated individuals.

VILLAGE NEWS
Various feature articles are written by the Architectural Standards review and compliance staff throughout the year to update and notify homeowners about changes within their community or the Village itself. These articles contain informative features ranging from community door styles to proactive community inspection schedules. Other architectural articles are generated from various questions the department receives on a daily basis. Also, all Architectural Review Board (ARB) decisions are published following each scheduled ARB meeting and may be found on the Architectural Standards page.

WEBSITE
The MVF website, www.montgomeryvillage.com, is a wonderful source for many Architectural Standards items and issues. Resources within the website also include all architectural articles in the Village News, community criteria for all 63 communities, Village-wide guidelines, checklists and the Step-by-Step Guide to the architectural process. Users can find specific community criteria by logging into their member dashboard; the convenience of documents specific to your property and community can be found on the left-hand menu.

MVF DESIGN CONSULTANT
Montgomery Village Foundation (MVF) employs a part-time consultant, George Smith, who has been with the Village from almost day one. His major role is to assist in the color and material changes throughout the Village and is the “go to” person for all major replacement materials. His knowledge and assistance over the years has been invaluable to the Village.

ARB AND ARCHITECTURAL STANDARDS STAFF
The Architectural Review Board is an excellent source of information when applying for an exterior change. Their individual and collective wealth of architectural knowledge upon review brings invaluable assistance to each homeowner, each community and the Village as a whole. The ARB meets at 7 p.m. the first Wednesday of each month in the North Creek Board Room, 20125 Arrowhead Road.

The Architectural Standards Department staff, in conjunction with the design consultant and the Architectural Review Board (ARB), works hard to maintain the continuity established by the developer, which in turn, helps maintain property values and a harmonious look in each community and throughout the Village. Information is available at www.montgomeryvillage.com.

Architectural Standards on the web
Architectural Standards offers a variety of information readily accessible via the Montgomery Village website. By choosing “Residents” from the main blue menu bar and clicking on “Architectural Standards,” you may access the following items:
• Architectural Compliance
• Architectural Review
• Property Improvement Request
• Property Improvement Request Form
• Community Criteria
• Village-wide Guidelines

The Property Improvement Request Form is the form used to apply for any exterior changes and is available to submit online. Village-wide Guidelines are listed by subject matter and cover numerous items often inquired about—everything from attic fans to window replacements. These Village-wide guidelines offer important information when considering new materials and items within one’s property. They are an invaluable resource in the application process along with your community’s criteria.

Along with the Village-wide Guidelines are Design Guides, which provide a help sample of previously approved projects. It also gives homeowners a realistic idea of how an improvement may look once completed.

If you need to contact Architectural Standards personnel, choose “Residents” from the blue menu bar, “Architectural Standards,” and then “Contact” on the green menu. Phone numbers are listed for the review and compliance staff.

MEMBER DASHBOARD
Every community has criteria and these are listed on your members dashboard. Once logged in, residents will find criteria specific to their association, without the need to wade through large menus or lists to get the information they need to prepare for exterior changes. All criteria are in PDF format to download and print for your reference.

To sign up for your free account, and access to your member dashboard, simply click the “Login/Join” icon in the top right-hand corner of the website. Visit www.montgomeryvillage.com and take advantage of the wealth of information available to you when considering architectural standards for your property. Comments and questions regarding architectural issues are welcomed by the department staff.

• Choose RESIDENTS from the main blue bar.
• Click Architectural Standards to get to the Architectural Standards page where you will find three buttons for our most frequent inquiries:
  - How do I change the outside of my house?
  - Why did I receive a Violation Notice? and
  - Did my modification get approved?

• From the side menu on this page, you can access the following:
  - Architectural Criteria
  - Village-wide Guidelines
  - Property Improvement Request Form
  - Architectural Review
  - Architectural Compliance
  - Report a Violation
  - Architectural Review Board
  - Modification Reference Guide
  - FAQs

NOTE: Some forms are available for online submission. Other forms require you to download, print and manually submit them (Adobe Acrobat Reader required).
Spring home maintenance—25 quick reminders

Spring is here, and it is time to focus on freshening up your home and protecting your property against the winds, rain and sun of the upcoming seasons.

1. Check for loose or leaky gutters. Improper drainage can lead to water in the basement or crawl space. Clean gutters and downspouts to free them of leaves, dirt and debris. Make sure downspouts drain away from the house foundation.

2. Inspect your roof and chimney for cracks and damage. Check for missing roof shingles and damaged shingles. Flashing around plumbing vents, skylights and chimneys need to be checked and repaired by a qualified roofer.

3. Low areas in the yard or next to the house foundation should be filled with compacted soil. Heavy rains can cause yard flooding, which can lead to foundation flooding and damage. Low areas in the yard cause the rain water to pool, which often leads to an insect breeding ground.

4. Check the wood trim around windows, doors, railings and decks for rotted areas or damaged wood. Replace and repair any rotted wood trim and then paint to match the existing trim.

5. Touch up any peeling or damaged paint on the house siding or trim.

6. Inspect concrete slabs in patios, walkways, porches, etc. for signs of cracks or movement. All exterior concrete slabs (except pool decks) should slope away from the home’s foundation for proper drainage. Fill cracks with a concrete crack filler or silicone caulk. When weather permits, power wash and then seal the concrete with a clear sealer.

7. Remove firewood stored near the house. Firewood should be stored at least 18 inches off the ground and at least 2 feet away from the house structure. Storing firewood close to the house invites insects such as carpenter ants and termites to invade your home and could cause damage to the home’s wood beams and interior structures.

8. Check outside house faucets for damage from winter’s freezing temperatures.

9. Have a qualified heating and cooling contractor clean and service the outside unit of the air conditioning system and check the interior system, too. Clean units operate more efficiently, and an annual service call will keep the system working at peak performance levels. Remember to change the interior filters on a regular basis.

10. Clean your gas and battery powered lawn equipment to make sure it is ready for the season. Have the blades sharpened for easier use.

11. Wash all windows inside and out.

12. Install screens on windows and doors.

13. Clean outdoor furniture and cushions.

14. Fertilize your lawn.

15. Test interior smoke detectors and carbon monoxide detectors and install new batteries if required.

16. Check and clean the house dryer exhaust vent and any interior heating and cooling vents.

17. Prune and trim overgrown branches on trees and shrubs.

18. Weed and mulch all landscape beds and gardens.

19. Remove all dead trees, shrubs and plants from your yard.

20. Power wash house siding and decks to remove dirt and mold.

21. Check wood decks or sheds for damaged wood and clean, repair and re-stain any areas that require maintenance.

22. Mow lawns and trim around gardens and landscape beds to maintain a neat appearance.

23. Remove old leaves form landscape beds, patios and yards.

24. Check and secure window and door shutters. Fix or replace damaged shutters or paint old shutters that are structurally in good repair.

25. Check and replace light bulbs for exterior porch lighting, security lighting or lamp posts. Check wiring and repair of exterior lighting. Replace any broken fixtures or globes.

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Home maintenance diagram key

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A fine line walked by ARB

The members of the Architectural Review Board (ARB) are residents of Montgomery Village who volunteer to assume a very large responsibility and must walk a very fine line. Members are often in the position of having to deny a request that may be aesthetically attractive, but does not meet the guidelines and consistency needed for a planned community.

The decisions of the ARB must be consistent so that the community standards can be upheld and enforced. There are times when a requested modification might appear to be attractive and would be acceptable on a home outside of the Village that has more property. However, because of the dense housing in our community, it is extremely important that consistency be maintained. We have all seen housing developments where each fence type is different or each elevated deck has a different railing detail. This lack of continuity gives the development an unkempt and disharmonious appearance. When you decided to make Montgomery Village your home, it was probably because this area was special and appeared harmonious.

It is also important to understand that the ARB is not responsible for the maintenance of properties. It is very difficult to be cited for your storm door color when the adjoining property severely needs to be painted or maintained. However, maintenance is the responsibility of the individual homes corporation, and the ARB does not have jurisdiction over these matters.

Just remember, the members of the ARB are your neighbors who care enough about the Village to volunteer their time and expertise. Their only concern is preserving the aesthetic appearance, and ultimately, property values for all of us.

The ARB meets at 7 p.m. on the first Wednesday of each month in the North Creek Board Room, 20125 Arrowhead Road, to discuss and approve Property Improvement Request forms for exterior modifications to Village residences.

For more information about the ARB, contact Katherine Webb at 240-243-2345 or e-mail kwebb@mvf.org.

How to repair and replace window screens

Window screens can let fresh air into a home while preventing insects and outdoor critters from making their way inside. But screens are far less effective at keeping critters out of a home when they’re damaged.

Addressing such damage is typically an easy do-it-yourself project, one that begins with gathering the right materials, including: new screening; a rubber spline; a screen rolling tool; a razor knife or sharp scissors; measuring tape; masking tape; a razor knife or an awl. Once those materials have been gathered, the process of replacing or repairing damaged screens is rather simple.

1. Measure the area of the window to determine how much replacement screening you will need. Remember to leave extra room in your measurements so you have slack to make the new screen fit taut. The measurement will also help you determine how much spline you will need.

2. Remove the screen from the window frame. Some windows do not have removable screen frames, and you will have to work on the screen in its upright position.

3. Use the screwdriver or awl to pry the edge of the existing spline that holds the screening material in the frame. Pull out the old spline and remove the damaged screening.

4. Measure the new screening from a replacement roll. Lay the screening down on the frame, ensuring there is overhang on all sides. If necessary, use masking tape to temporarily secure the screening to the frame while freeing up your hands. This also works if you must replace screening vertically and cannot remove the window frame and make repairs on a flat surface.

5. Take a new piece of rubber spline and push it into the edge slot of the screen frame firmly into the groove with the screen rolling tool, which looks like a small pizza cutter. This effectively secures the screen into the frame.

6. Continue around the edge of the frame, pulling the new screening taut as you go. This helps to keep it free of wrinkles.

7. Once you have inserted the spline all the way around, cut it off from the spline spool and push in the edge.

8. Use a razor knife or sharp scissor to cut off the excess screening, being careful not to dislodge it from behind the spline when cutting.

9. Replace the screen in the window.

In the case of small tears in a screen, a complete replacement may not be necessary. Home improvement stores sell screen patch kits. Some work by cutting out a piece of patch that is attached to an adhesive backing and sticking it over the hole. Other patches are small, woven wires that can be threaded through the hole in the screen. A really small hole can be mended with a drop of clear-drying glue.

The same method of screen replacement can be used to replace screens on screened-in porches, aluminum doors or sliding patio doors. Just be sure to purchase replacement screening that will fit the dimensions.

Members of the Montgomery Village Foundation Architectural Standards Department staff is available to answer resident questions and offer advice on exterior modifications at the MVF Office, 10120 Apple Ridge Road from 8:30 a.m. to 5 p.m. Monday through Friday. The Architectural Review Board (ARB) is dedicated to upholding the community standards set by the developer. They constantly review exterior home modifications with the Architectural Standards staff to determine community impact.
A lush, green lawn can vastly improve a home’s curb appeal. Thick, healthy grass indicates that homeowners care enough about their properties to invest the time, effort and money to make them beautiful.

Soil fertility is the foundation of healthy lawns. In fact, the quality of the soil is essential whether one is growing acres of grass, potted plants or vegetable garden beds. No matter which type of soil a homeowner is working with, there are various ways to make it better.

**REMOVE THATCH**
Thatch is a tightly knotted layer of leaves, grass roots, stems and other debris that accumulates between the grass blades and the soil. Too much thatch can hinder the movement of water, air and nutrients into the soil. Thatch often occurs if the production of dead organic material in the lawn exceeds the ability of the microorganisms in the soil to break down that organic matter. A half-inch of thatch is normal. If thatch gets too thick, it will need to be removed. The home improvement resource DIY Network says dethatching can take place in the summer, fall and winter using a thatching rake.

**AERATE**
A lawn aerator will create holes in the soil. This can improve drainage and encourage worms and helpful microorganisms that require oxygen to thrive in the soil. The best time to aerate a lawn is during the growing season when the grass can heal and fill in any holes, such as spring and fall. Aeration can help develop deeper grass roots for a healthier lawn.

**TEST AND AMEND SOIL**
A great lawn has loamy soil, which has a key ratio of clay, silt and sand. Silt is a granular material of a size between sand and clay that originates from quartz and feldspar. It is the most fertile of the three types of soil components. Sand does not retain water, but it helps to create spaces in the soil that permit air to circulate. Clay particles are small and bind together tightly, but clay is naturally nutrient-rich. Loamy soil should have equal parts sand and silt and half as much clay. If the lawn is not yet established, loamy soil can be created and then the grass seeds planted. For established soil, after removing thatch and aerating, top-dressing the lawn can help. This involves adding a thin layer of soil over the lawn. It can improve the soil without killing the existing turf. Ideally, it should be done in early fall or spring, as this gives the grass time to grow through three to four more mowings before severe heat or cold sets in.

Healthy soil is vital to a lush lawn. It takes a little work, but improving soil can create vibrant, healthy, green grass.

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How tree services can protect your property

Cold weather can take its toll on a property, especially in regions of the world where winters are harsh. Most parts of the landscape are vulnerable to damage from winter storms, but trees may be especially susceptible. Does this mean that many homeowners wonder if their trees would benefit from some professional TLC.

Tree service companies provide a host of services. While fall is a popular time to remove trees from a property, doing so in spring is not unheard of. This may be especially true if they were affected by winter storms and now pose a threat to a home and the people who live inside it.

Homeowners considering tree services can explore the following ways that some professional arbor attention can protect them and their homes.

- Tree services can help protect the property from foundation damage. Old trees that stretch well into the sky can be captivating, but they also can pose a threat to a home’s foundation. Such trees may have especially large root zones that may extend beneath walkways and even a home. In the latter instance, foundations may crack as roots try to stake their claim to the ground beneath a home. According to the home improvement magazine Remodeling, homeowners pay an average of just over $4,000 to repair foundation issues, though major repairs may extend beneath walkways and even a home. In the latter instance, foundations may crack and even a home, In the latter instance, foundations may crack. Some tree roots can extend well beneath walkways and even a home. In the latter instance, foundations may crack and even a home.

- Tree services can help prevent damage and legal issues. Trees that have aged a bit since their last trimming may affect the view of a property from inside a home. Overgrown branches can compromise residents’ ability to see and experience the natural beauty just outside their windows. The average homeowner may be able to trim short trees on his or her own, but if views from the second floor of a home or higher have been compromised, it’s much safer to call a professional tree service. Such services have the right tools and experienced personnel necessary to safely trim high branches on tall trees.

- Tree services can help prevent future damage. Even if trees made it through a recent winter unscathed, that’s no guarantee next winter or even the coming seasons of spring, summer and fall won’t ultimately prove their undoing. Insurance companies note that weather-related roof damage, including damage resulting from falling limbs and branches weighed down by snow during the winter months, accounted for more than half of all property loss claims between 2009 and 2016. Having all trees properly trimmed each year, but especially those that can fall on your home and your neighbors’ homes, may prevent future damage and legal issues. Tree services can ensure trees maintain their awe-inspiring beauty and help homeowners protect their homes and their belongings.

Improve storage at home

It seems like no matter the size of the home, people always lament a lack of storage space. National Public Radio says the average American home has nearly tripled in size during the last 50 years. Despite that, 10 percent of Americans still need to rent off site storage, according to a report in the New York Times Magazine. Self-storage facilities are one of the fastest-growing commercial real estate segments, with more than 50,000 storage facilities in the U.S. alone. Improving storage at home can be a cost-effective alternative to renting storage space. With these easy tips, homeowners can maximize space immediately.

UTILIZE TRACK STORAGE SYSTEMS

Closets may be plentiful, but if not efficiently utilized, space may still seem lacking. Track closet storage systems often make greater use of closet space than traditional shelving and hanging rod systems. Customizing closets using track systems or other modifications can improve utility of all closets in the house.

INVEST IN STORAGE BENCHES/OTTOMANS

A stopping area inside the front door replete with a storage bench can house shoes, umbrellas, hats, backpacks and other items, keeping them tidy and out of sight. In living rooms, look for chests or ottomans that are decorative and functional. Store throw blankets or board games inside.

RECESS DRAWERS OR SHELVES

Gain more storage by recessing a chest of drawers into what is called the “knee wall” of homes that have sloped ceilings in attics and upstairs bedrooms. Utilize these short walls in an efficient manner by sinking drawers or shelves into them, without taking up floor space.

RAFTER SHELVING

While in the attic (or a garage), add hanging shelves to rafters or exposed beams to create off-the-floor storage as well. These are just a few of the handy ways to improve the interior storage space in a home.

Exterior renovations that can improve home value

Renovating a home to improve its value can be a smart investment. Interior improvements, such as updating kitchen and bathrooms, offer good return on investment, but there are plenty of exterior renovations that can add value to a home and give it that cool “wow” factor.

LANDSCAPING

Abundant and well-planned landscaping can instantly boost curb appeal. According to the landscaping company Lawn Starter, 71% of prospective home buyers say a home’s curb appeal is an important factor in their buying decisions. As buyers use the internet to look for their dream homes, there’s no denying a beautifully landscaped, nicely photographed property can entice buyers to click and read more about a house.

ADDRESS INSECTS AND MINOR REPAIRS

Improving home value may come down to fixing areas of the home that can negatively affect its appeal to buyers. Hire an inspector to look at key components of the house and recommend what needs to be fixed. This way it is discovered before home buyers come in and do their own inspections. Termites infestations, deteriorating roofs and hidden water leaks are some things that might need fixing.

IMPROVE THE ENTRYWAY

The front door is the focal point of a home’s exterior. Invest in a new door or paint it a new color to add appeal. Remodeling magazine’s “Cost vs. Value Report 2019” indicates changing an entry door to a steel replacement can offer 74.9% ROI. Such a door provides visual appeal and added security—things buyers look for. In addition to the front door, make sure that the entryway has a level walkway, steps that are in good repair, accents that are free from rust or tarnish and decorative plants.

OUTDOOR LIGHTING

Outdoor lighting can add to the ambiance of a property and serve as a security feature. Utilize different lights, such as a bright light by the entry or motion-detection lights to improve the security of the property.

REPAINT (OR RESIDE) THE EXTERIOR

A fresh coat of paint or new (or cleaned) siding can instantly give homes a facelift. Neutral, warm and inviting colors tend to have the widest appeal. And after doing the front door and siding, investing in a garage door replacement offers the highest ROI of all exterior projects listed on the “Cost vs. Value Report 2019.” Knowing which improvements add value to a home can help homeowners tailor their efforts to those that are most financially beneficial. Remember, every exterior modification must meet established ARB application and approval requirements regardless of whether a modification or replacement material has been approved in concept in the past.

For more information or to apply for exterior modifications, call 240-243-2364 or visit www.montgomeryvillage.com.

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