



**West Broad Village Master Association, Inc.**

**Rules & Regulations For  
The Clubhouse, Pool &  
Common Areas  
At West Broad Village**

**West Broad Village Clubhouse  
Phone: (804) 360-0782  
Email: [jberryman@eagleofva.com](mailto:jberryman@eagleofva.com)**

## INTRODUCTION

The following **Rules and Regulations** have been adopted by the West Broad Village Master Association Board of Directors and will be administered by the on-site staff provided by the Managing Agent. The Rules and Regulations may be changed at any time by the Board. It is the intent of the Board to review, modify or rescind these Rules and Regulations periodically and as needed so that every member and their guests will obtain maximum use and enjoyment of the facilities.

## GENERAL INFORMATION

### HOURS OF OPERATION

#### **CLUBHOUSE HOURS OF OPERATION (Non-Pool Season)**

Mon-Sat      9 a.m. to 6 p.m.  
Sunday        11 a.m. to 5 p.m.

#### **CLUBHOUSE HOURS OF OPERATION (Pool Season)**

Mon-Sat      9 a.m. to 8 p.m.  
Sunday        10 a.m. to 8 p.m.

#### **POOL HOURS**

Mon-Sun      10 a.m. to 8 p.m. The swimming pool is open from Memorial Day Weekend (Saturday) through Labor Day Weekend (Monday)

#### **FITNESS CENTER (Year round)**

Mon-Sun      5 a.m. – midnight

The fitness center is only accessible by access card after hours through the gate on Maher Manor.

**CLUBHOUSE CLOSED:** Thanksgiving Day, Christmas Eve, Christmas Day and New Year's Day  
The Fitness Center will still be available by access card when the Clubhouse is closed for holidays.

Please note that anyone in the clubhouse after hours will be trespassing and will lose their clubhouse privileges. This obviously excludes authorized rentals of the Clubhouse by residents.

## **CLUBHOUSE GENERAL RULES AND REGULATIONS:**

- 1) The Clubhouse is a state-of-the-art facility that is monitored 24 hours a day by a combination of access card tracking and closed circuit surveillance cameras.
- 2) Please remember to bring identification with you each time you visit the Clubhouse. With so many residents using the facility, it is impossible for the Clubhouse Staff to recognize everyone, so please understand that at any time you may be required to show your ID and/or Access Card. If you do not have your ID or other proof of residency, you will need to leave the Clubhouse until you can provide identification.
- 3) Age requirements – No one under the age of **16** is allowed in the Clubhouse without adult supervision. Parents or Guardians will be responsible for the conduct of their children at all times.
- 4) Dress code – Proper attire is to be worn at all times. Shirt and shoes must be worn at all times while in the Clubhouse. Appropriate attire and footwear must be worn while in the Fitness Center. Wet bathing suits or towels are not permitted in the Clubhouse at any time with the exception of the back hallway from the terrace to the locker rooms and in the locker rooms.
- 5) The hours of operation may be adjusted seasonally as usage dictates.
- 6) OWNERS, LEASEHOLDERS AND GUESTS using the facility are responsible for leaving it clean after its use. Furniture and fixtures should not be moved from their current locations.
- 7) The cost of replacing any property that is broken, damaged or removed by an owner, leaseholder or guest shall be charged to the owner or leaseholder.
- 8) **NO pets shall be permitted anywhere in the Clubhouse, in or around the pool or on the common areas immediately adjacent to these facilities. Specially trained service animals are welcome, but must be kept on a leash and under owner's control at all times.**
- 9) Smoking is prohibited inside the Clubhouse, pool deck or terrace. The Clubhouse is a smoke free facility.

## **ACCESS CARDS:**

- 1) Access cards allow after-hours access to the Fitness Center. Each permanent household member over the age of 18 will be issued an access card.
- 2) Please see the Clubhouse Staff if you are a townhouse owner, permanent household member 18 & over or a townhouse leaseholder to be issued an access card. Please see the Flats Leasing Staff if you are a Flats leaseholder. A photo ID will be required showing your West Broad Village address and an access card agreement must be signed. If your ID does not have your West Broad Village address, another form of identification or proof of residency must be provided prior to the issuance of an access card (examples include utility bills).
- 3) Permanent residents who are between 16 and 18 will receive access cards permitting access to the pool only.
- 4) **ACCESS CARDS MAY ONLY BE USED BY THE PERSON TO WHOM THEY ARE ISSUED. UNAUTHORIZED USE BY ANOTHER WILL RESULT IN REVOCATION OF THE CARD.**

## CLUBHOUSE & POOL GUEST POLICY:

**The Clubhouse & Pool may be used by registered guests of owners/leaseholders in good standing subject to the following rules:**

1. Each registered address (household) is allowed two (2) guests per visit free of charge. Owners/Leaseholders must accompany their guests and remain with their guests for the duration of the visit and are responsible for the actions/conduct of guests.
2. Two (2) additional guest passes are available at the Clubhouse for a fee of \$5.00 per pass per day. No more than 4 total guests are allowed per address per visit. If guest cards are not returned, the homeowner will be responsible for a \$35 card replacement fee and the card will be cancelled in the computer system permitting access.
3. Permanent residents in the same dwelling as the owner/leaseholder are not considered guests. This includes shared custody of children and college students who reside at WBV when not in school. Caretakers such as babysitters, nannies, etc. may receive temporary passes on a case by case basis – please see the Clubhouse staff. Extended family, friends, visitors, etc. who do not reside at West Broad Village are all considered guests and guest rules apply.
4. Because of the large number of residents at WBV, these rules will be strictly enforced. WBV Residents' access to, use and enjoyment of the facilities must come first.

## RENTING ROOMS AT THE CLUBHOUSE:

The Party/Great Room, Kitchen, Pub and Card Room are available to rent by residential owners and residential leaseholders at West Broad Village for private parties up to two (2) times per year per address. Rentals are between the hours of 6 p.m. and 11 p.m. daily, subject to availability, with the exception of major holidays – Easter, Memorial Day, the Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. The Terrace may only be rented after 8 p.m. during Pool Season.

Resident rates are valid for townhouse owners, townhouse leaseholders and Flats leaseholders. Sponsorship rentals are not available. You must be a resident of West Broad Village to rent the Clubhouse.

If alcohol will be served at any private event, an ABC banquet license is required and must be in the name of the resident.

Association sponsored events where all members are invited will take precedence over private events if there are scheduling conflicts.

**THE SWIMMING POOL IS NOT FOR RENT OR INCLUDED IN ANY RENTAL, with the exception of Association-sponsored events.**

Please go to [www.westbroadvillage.com](http://www.westbroadvillage.com) to review the clubhouse rental calendar for availability. You can also find deposit requirements and fee(s) for the rental of room(s) and obtain a Rental Agreement all from the website. Reservations MUST be made at least 7 days prior to the requested date and may only be secured by payment of the security deposit – no exceptions.



## CLUBHOUSE USE



### **FITNESS CENTER:**

Owners and Leaseholders and their registered household members and guests shall have the right to use the Fitness Center during normal operating hours. Use of the Fitness Center is at your own risk. It is strongly recommended that you consult your physician prior to beginning any exercise program.

1. Age requirements: No one under **18** years of age is permitted in the Fitness Center at any time.
2. Everyone using the Fitness Center is required to bring a towel each visit and to wipe the equipment after each use.
3. Tennis or soft-soled athletic shoes must be worn at all times in the Fitness Center. Bare-feet, sandals and flip flops are expressly prohibited.
4. Tank tops, jeans, cut-off shorts or bathing suits are NOT permitted attire in the Fitness Center. Shirts are required at all times.
5. Windows may not be opened for any reason (except in the event of emergency or as authorized by the Clubhouse Staff).
6. Fitness & Nutritional programs provided by outside sources, while allowed at the Fitness Center are NOT in any way endorsed by or sponsored by the West Broad Village Master Association, Inc.





## **POOL:**

**PROPERTY OWNERS, LEASEHOLDERS OF THE FLATS, TOWNHOUSE TENANTS WHO HAVE BEEN ASSIGNED OWNERS' RIGHTS TO USE THE FACILITIES AND REGISTERED GUESTS OF OWNERS, LEASEHOLDERS & TENANTS SHALL HAVE THE RIGHT TO USE THE POOL AT ANY TIME IT IS OPEN. ALL PERSONS USING THE POOL DO SO AT THEIR OWN RISK.**

1. The Lifeguard is in charge and all directions given by the attendant must be followed or you will be asked to leave the pool area.
2. Age requirement: Children under the age of 16 are NOT permitted at the pool unless under the direct supervision of their parents, guardian or an accompanying adult.
3. Each registered address is allowed 2 guests per visit per day free of charge; 2 additional guest passes are available at the Clubhouse for a fee of \$5.00 per pass per day (for a total of 4 guests per address per day).
4. Access is ONLY through the gates on either side of the Pool using your access card. All residents must have their access card to gain admittance to or use the pool. If you do not have your card, you will be asked to leave the pool area and return with your card.
5. All persons using the pool must have a towel. Towels may not be used to reserve chairs.
6. Pool furniture may not be moved from its original location, except for slight moves within the same area provided the furniture is returned to its original position.
7. No alcoholic beverages or glass containers are permitted inside pool fence. Food and beverages are allowed in designated areas and must be kept a minimum of 10' away from the edge of the pool. All litter must be deposited in trash containers.
8. Smoking is not permitted around the pool or on the terrace.
9. Running, pushing or horseplay is prohibited on the pool deck. Diving or jumping into the pool is not allowed.
10. To aid in the quiet enjoyment of all, headphones must be used for all radios and other electronic devices.
11. Pets are not permitted in the pool area with the exception of service dogs.
12. Persons with open sores, cuts or communicable diseases may not enter the pool.
13. Children in diapers must wear swim diapers and swim suits in the pool.
14. Large rafts or inflatables are not permitted. Coast Guard-approved personal flotation devices are permitted.
15. During threatening weather the pool area (entire fenced in area) will be cleared for thirty (30) minutes and will re-open when pool management, in accordance with the National Lightening Safety Institute standards, deems conditions are safe.



## WEST BROAD VILLAGE CLUBHOUSE GRILL:

Owners and Leaseholders and their registered household members and guests shall **have the right to use the Grill at any time during Clubhouse/Pool operating hours. Use of the Grill after hours is STRICTLY PROHIBITED due to safety concerns and the gas will be turned off at 8 p.m. daily during pool season (6 p.m. during non-pool season).**

1. Use of the grill is FIRST-COME, FIRST-SERVED, but the grill has a very large cooking area so if at all possible PLEASE SHARE.
2. So that the next resident may use the grill, please do not eat at the grill – all food should be taken to a table or seating area either on the terrace or in the pool area (please keep food a minimum of 10' away from the pool edge).
3. The grill is connected to a gas line and there is no need to bring your own gas or gas tank! The gas is turned off daily when the Clubhouse/Pool closes.
4. Please bring and use your own utensils and clean the grill and grill area after each use. A grill brush, paper towels and cleaning wipes are located underneath the grill. Please notify Clubhouse Staff if any of these items are missing or need to be replenished.



## PUB:

Owners and Leaseholders and their registered household members and guests shall have the right to use the Pub at any time during normal operating hours. Usage is first-come, first served. Unless the Pub is rented, (after hours only) all residents have the right to use the Pub – no one may be blocked from use.

Food and beverages are allowed; all trash must be deposited in the trashcans and the Pub cleaned after each use. Wine or beer (no liquor) may be brought to the Pub for personal consumption and may be consumed only within the Pub. Alcohol may not be stored or sold in the Pub.

Windows may not be opened for any reason nor may exterior doors be propped open (except in the event of emergency or as authorized by the Clubhouse Staff).





### **MOVIE THEATER:**

Owners and Leaseholders and their registered household members and guests shall have the right to use the movie theater at any time during normal operating hours. Usage is first-come, first served – there are 16 chairs in the Movie Theater. Due to the sensitivity and expense of the equipment in the theater, there will be no after-hours rental of the theater.

No glass containers will be allowed in the theater. Food and beverages are allowed; all trash must be deposited in the trashcans and the theater must be cleaned after each use.



### **CARD ROOM:**

Owners and Leaseholders and their registered household members and guests shall have the right to use the Card Room at any time during normal operating hours. Usage is first-come, first served. Unless the Card Room is rented, all residents have the right to use the Card Room – no one may be blocked from use. After-hour usage is allowed only by rental of the card room. Gambling within the Clubhouse is not permitted.

## **COMMON AREAS**

### **ROADS/PARKING:**

The roads within West Broad Village are private roads, owned and maintained by the West Broad Village Master Association, Inc. and are for the use of all owners, commercial and residential and their tenants and invited guests. The Community-wide speed limit is **20 MPH. FOR THE SAFETY OF ALL WEST BROAD VILLAGE RESIDENTS, TENANTS AND GUESTS, PLEASE OBEY THE SPEED LIMIT, STOP AT ALL STOP SIGNS, OBEY TRAFFIC SIGNS AND YIELD TO PEDESTRIANS IN CROSSWALKS! The Board of Directors may enforce adherence to the speed limit and obeying of traffic signs/markings and may levy fines upon violators.**

There is NO reserved parking within West Broad Village with the exception of the top levels of the P1, P2 and P4 parking decks which are accessible to Flats residents only. The remaining deck, surface and on-street spaces may not be blocked, reserved or otherwise hindered so that they are made unavailable to others.

On-street and surface parking is not intended for long-term storage of vehicles that are inoperable, used infrequently or not used at all – and per the covenants, such vehicles should be kept within a townhouse garage or off-site. When vehicles are observed over a period of 72 hours without moving a notice will be placed on the vehicle requesting that the owner/operator contact management. If contact is not made within 24 hours

following the notice, the vehicle will be ticketed and if not moved within 48 hours will be towed, unless acceptable arrangements are made for its relocation.

Parking of recreational vehicles, boats, trailers or campers is not permitted in West Broad Village. Further, commercial vehicles may only be parked within enclosed garages, except those used during the construction of townhouses or delivery/service vehicles while delivering goods or providing services.

Residential alleys are owned and maintained by the West Broad Village Homeowners Association, Inc. There is no parking allowed in the residential alleys at any time with the exception of temporary parking of construction vehicles for construction of the townhouses, provided they do not block access within or to or from the alleys to the roads.



#### **PARKS/TRAILS:**

The parks and trails in West Broad Village are owned and maintained by the West Broad Village Master Association, Inc. They are for the use of all owners, commercial and residential, and their tenants and invited guests. Please remember to pick up after your pets and dispose of all waste in the proper receptacles.

#### **MEWS/COURTYARDS:**

Open areas within the townhouse section of West Broad Village that are outside of individual lots are owned and maintained by the West Broad Village Homeowners Association, Inc. They are for the use and enjoyment of all townhouse residents. Access to these areas may not be blocked or restricted in any matter at any time unless by the Association for repair to any of the common areas or facilities within the common areas.