



Amenity Access Revocation Policy

Drafted 8/6/2026

Purpose

To establish a fair and consistent process for addressing violations of Brickshire's amenity rules while protecting the safety, property, and enjoyment of residents and guests.

Policy

1. This policy applies to all Association amenities, including the swimming pool and splash pad, fitness center, tennis and pickleball courts, Owner's Club access and rentals, walking paths, playgrounds, and any other recreational or social facility operated or controlled by the Association.
2. Each owner and cardholder is responsible for ensuring that household members, tenants, occupants, guests, and invitees comply with all posted and published amenity rules. Sharing an access card, allowing an unauthorized person to enter, propping open a secured door or gate, or otherwise bypassing access controls is a violation attributable to the property owner, including owners of vacant and unimproved lots.
3. Except as otherwise set forth herein, for a first documented violation, management will issue a written notice describing the reported conduct that violated the Association's governing documents and advising that any additional violation may result in suspension of all amenity privileges associated with the lot for a minimum of six months, unless specifically stated otherwise by the Board of Directors. If the violation is of a continuing nature, the notice shall provide a deadline by which the violation may be abated and shall advise that if the violation continues past the deadline, it may result in suspension of all amenity privileges associated with the lot for a minimum of six months. A first notice does not prevent an individual from being directed to leave an amenity for the remainder of the day or event when necessary for safety, security, orderly operation, or protection of Association property.
4. Management, lifeguards, security personnel, event staff, or other authorized representatives may immediately remove an individual or in extenuating circumstances immediately temporarily deactivating access when conduct presents a safety or security concern, causes a significant disruption, involves harassment, threats, violence, vandalism, illegal activity, unauthorized entry, refusal to follow staff directions, or possible damage to Association property. Any restriction extending beyond the immediate incident remains subject to the required notice and hearing process.
5. Following a first written notice, any additional documented violation or if the violation has not been corrected by the deadline, may result in suspension of all amenity privileges associated with the property for a minimum of six months.



6. Before a six-month or longer suspension is imposed, the owner will receive written notice and an opportunity to be heard as required by the governing documents and Virginia law. The Hearing notice, including the possible sanction, will be sent by registered or certified mail at least 14 days before the hearing. The hearing result will be delivered in the same manner within seven days after the hearing.
7. A suspension applies to every amenity privilege issued through or associated with the property and bars the owner, tenants, occupants, guests and household members from using Association amenities during the suspension period. It includes deactivation of access cards, loss of Owner's Club reservation or rental privileges, and ineligibility to enter as another resident's guest or sponsor guests. It does not restrict access to the owner's property or attendance at Association meetings when permitted or required.
8. An owner may submit a written request directly to the Board asking it to reconsider, reduce, or end a suspension. The request should explain the basis for reconsideration and include any supporting information; however, submitting a request does not pause the suspension. Management is authorized to document incidents, issue first notices, take temporary safety measures, schedule hearings, implement Board-approved sanctions and maintain enforcement records.