



## Ashburn Farm Athletic Field Use Information and Requirements

### Resources and Reasonable Usage:

It is deemed by Ashburn Farm that the Windmill Recreation area field is most appropriately used for baseball and softball and for other sports normally associated with a triangular field. As such, allocations will be made for named sports.

It is deemed by Ashburn Farm that the Soccer Field is most appropriately used for soccer, lacrosse, and football, as well as other sports normally associated with a rectangular field. As such, allocations will be made for named sports.

Applications for field use should be submitted to the Ashburn Farm Association Office (21400 Windmill Drive, Ashburn VA 20147).

### Identify and Compartmentalize Usable Time:

Available times for allocations are Monday through Friday 5:00 p.m. – dark and Saturday through Sunday – 8:00 a.m. – 7:00 p.m. As such, allocations will be made during these hours and the remainder shall be left open for resident use on a first-come, first-served basis.

Spring season reservation requests must be submitted within 1 week prior to Loudoun County Parks and Recreation's determination of field distribution, and representatives from interest parties will be required to meet to establish field use eligibility. Field allocations will be made for the period generally between March 1<sup>st</sup> and June 30<sup>th</sup>.

Fall season reservation requests must be submitted within 1 week prior to Loudoun County Parks and Recreation's determination of field distribution, and representatives from interested parties will be required to meet to establish field use eligibility. Field allocations will be made for the period generally between August 15<sup>th</sup> and November 31<sup>st</sup>.

The specific start and end dates for each season will be set once the allocation of the fields has been established.

Allocation time periods will consist of 5 weekday time periods (one for each weekday) for the field. Weekend time periods will be divided on an hourly basis for each of Saturday and Sunday.

Should it become necessary, future seasons may have the weekday time periods broken down into hourly sections for each day.

*\*\* All Off Season use (i.e., summer camps, tournaments, etc.), should follow the standard field reservation process by calling the Association office to reserve a time. A separate usage fee may be charged for use of the fields during the "Off Season". (Defined as June 30<sup>th</sup> through August 15<sup>th</sup>).*

*\*\* Blackout dates for Field Maintenance may be established.*

## **Enrollment Verification Criteria**

Information may be requested to verify the number of Ashburn Farm residents participating in a program. The particular nature and/or source of the information will be determined on a case-by-case basis as necessary.

## **Field Usage Requirements**

Applicants will need to provide a diagram with specific measurements of all possible scenarios of intended lining configurations, and goal requirements. Once all applications have been reviewed, it will be at the discretion of the General Manager to determine what final lining configuration will be put in place for the season, and what the goal storage requirements will be. It is the explicit purpose of the General Manager to maximize cooperative field configurations among the Organizations. The General Manager's final field configuration must be strictly adhered in order to continue to be eligible for allocations. Likewise for the benefit of all organizations and the residents living near the fields, goal storage requirement should be closely adhered to.

*\*\* While each organization will be responsible for providing its own goals, the Ashburn Farm Management reserves the right to mandate portable, or moveable goals when it is in the interest of maximizing cooperative field use.*

## **Development Agreement**

Organizations will be requested to submit a proposal for maintenance services that will be provided by the organization (including materials, labor and a proposed schedule). This is a request that allows a determination as to the maintenance the field will receive and will not be used as a determinant in the allocation process. Participation in maintaining the fields is encouraged. Should the fields fail to receive adequate attention and maintenance, future seasons may incur a field usage fee to ensure the fields are properly maintained.

## **Inclement Weather**

Inclement weather cancellation policies for field will be established in accordance with the determinations made by Loudoun County Parks and Recreation.

Inclement weather cancellation policies for the Windmill baseball field will be established by Dulles Little League.

Reasonable game/practice time judgment is expected in instances where Loudoun County Parks and Recreation fails to make a timely judgment or leaves the decision with the participating coaches.

## **Grievance Policy**

All grievances shall be presented to the Ashburn Farm Management and a decision shall be rendered by the General Manager. Failure to use the allocated times, misuse of the field and failure to timely vacate a field after the allotted time has ended may result in forfeiture of future allocated times.

Should a party wish to appeal a decision by the General Manager, they may present their case to the Board of Trustees at the next monthly meeting.

## **Subcommittee**

Ashburn Farm may request volunteers from the organizations to form a subcommittee to review the guidelines and make changes as necessary, and to organize the combined efforts for field maintenance.

**Attachment: Ashburn Farm HOA Application for Field Use**