Welcome to the Penderbrook Community!

Location
Located approximately 20 miles west of Washington, D.C. and minutes from Dulles International Airport, Penderbrook has 1,776 homes, including executive style single family homes, townhomes, and garden style condominiums, built around a public 18-hole championship golf course. Penderbrook is comprised of 7 individual Land Bays; The Fairways, The Greens, The Heights, Inverness, Oxford House, The Mews and Penderbrook Square. The Penderbrook Community Association (PCA) office is located at 3704 Golf Trail Lane, Fairfax, VA 22033.

Your Home Owners Associations (HOAs)
Each homeowner in the Penderbrook Community is a mandatory member of two community associations; the Penderbrook Community Association (master association) and an individual Land Bay association. Prior to settlement, new owners are given 2 sets of community governing documents (one for the PCA and one for the Land Bay association); declaration, by-laws and public offering statement. You are highly encouraged to read and become familiar with the documents as they provide critical information. It is of particular importance to consult the documents prior to initiation of any modifications to your home to ensure proper architectural change protocol is followed.

The PCA has oversight of the overall common facilities and community amenities which include the clubhouse, fitness center, tennis courts, tot lot, basketball courts and swimming pool complex. In addition, PCA manages the true common ground and has oversight of the Penderbrook Golf Course which is managed by Traditional Golf Management.

The PCA does not handle any specific units within the individual Land Bays. If there is a problem with your unit (mailboxes, parking, trash, neighbors etc.) or a problem in an area of a Land Bay, consult the list below for the appropriate contact information. Please do not hesitate to call the PCA office at (703) 359-7084 for assistance determining the proper contact.

PENDERBROOK COMMUNITY LAND BAY MANAGEMENT CONTACT INFORMATION

PCA                Cardinal Mgmt Group  703-359-7084  Manager, Brian Cramp  b.cramp@cardinalmanagementgroup.com

The Heights      Cardinal Mgmt Group  703-565-5304  Manager, Brian Cramp  b.cramp@cardinalmanagementgroup.com

The Greens        Cardinal Mgmt Group  703-565-5304  Manager, Brian Cramp  b.cramp@cardinalmanagementgroup.com

Oxford House     TWC                                    703-437-5800  Manager, Billy Omohundro  bomohundro@twcmanagement.com

Penderbrook Sq. 1st Service Residential  703-268-5882  Manager, Tricia Crocker  tricia.crocker@fsresidential.com

The Mews           Cardinal Mgmt Group  703-565-5304  Manager, Brian Cramp  b.cramp@cardinalmanagementgroup.com

The Fairways   1st Service Residential  703-385-1133  Manager, Celeste Jones  celeste.jones@fsresidential.com

Inverness   Gates Hudson  703-752-8300  Manager, Mark Howell  mhowell@ghacm.com
Board of Directors Meeting

The PCA Board of Directors is comprised of one elected representative from each of the 7 Land Bays. The PCA Board meets on the third Monday of each month at 7:00 PM in the Penderbrook Clubhouse to establish policies and procedures for the association, determine long-range mission and goals, and see that the overall organizational goals of the PCA are accomplished. Residents are encouraged to attend to get the most up to date community information. Residents are also encouraged to get involved with their individual Land Bay association. Please consider one of the many volunteer opportunities in Penderbrook. Contact the PCA office for more information (703-359-7084).

Assessments

The PCA assessment is $788 which is paid in two $394 biannual payments, in January and July for which you are invoiced. All PCA accounting is handled by the Cardinal Management Corporate office in Woodbridge, VA. Please contact the corporate office at 703-569-5797 with any accounting questions. In addition to the PCA assessment, homeowners also pay an assessment to their Land Bay HOA. Please note that residents of Penderbrook Square do not make separate payment to the PCA as their assessment is paid by the condo association.

Facility Privileges—PCA Identification Cards

Residents in good standing are eligible for facility privileges after providing the PCA office a copy of the HUD statement or rental agreement and an application for facility privileges signed by the unit owner designating the tenant facility use authorization. All residents (12 years old +) are issued a PCA ID for the cost of $2. Replacement IDs cost $10. The PCA ID is required for gym and pool use as well admittance to community events. ID cards are issued at the Penderbrook office from 8:30-4:45. Contact the Fitness Center at 703-359-4171 for more information.

Fitness Center Keycards

Each Penderbrook unit is entitled to 2 Fitness Center keycards. Each keycard requires a $15 refundable deposit. The application can be found under the Facility Forms tab of the website. Keycards are issued at the PCA office from 8:30-4:45 weekdays. The Fitness Center is open daily from 4:30 AM - 11 PM. A fitness center orientation is required for full access.

Access to the Website - Community Email Newsletter

Please visit www.penderbrook.com for important community information: governing documents, local telephone numbers, fitness center and pool updates, community event information, facility use applications and much more. The resident area of the website requires admin login. Please request your login by clicking “register” on the homepage. This will also enroll you to receive the weekly community email newsletter which contains current community and local area information.

Renting the Clubhouse and Boardroom

Consider renting the beautiful community Clubhouse or Boardroom if you are hosting a large party. Residents have the exclusive right to rent these facilities. Drop by the office for a tour. Rental rates and applications are available online.

Disclosure Package

Per Virginia law 55-509.4, every seller must present a “Disclosure Packet” (aka Resale Package) for the PCA and their Land Bay HOA to the buyer. This packet provides 16 state-mandated disclosure items including the HOA assessment and fees, outstanding HOA violations, governing documents, board meeting minutes, etc. This package is ordered exclusively through homewisereos.com. Fees apply. The onsite HOA staff does not produce this package and ordering the package must be done online.

On behalf of the Penderbrook Community Association, I welcome you to our community! Please feel free to contact us with any questions!

3704 Golf Trail Lane, Fairfax, VA 22033
703-359-7084