

Access Control Policy & Procedures

Leaseholder Overview

The purpose of this policy is to establish procedures on how owners, guests, tenants, contractors, and service providers access the Salishan Community. The following procedures are adopted by the Board of Directors

Emergencies

For ALL emergencies, first call **911** (Fire, Police, Medical, Coast Guard). After contacting 911, call the SLI Patrol so that they can assist emergency responders. Refer to the Quick Reference Guide in this handbook for more information and phone numbers.

Because Patrol Staff are not police officers, potentially dangerous situations must be left to law enforcement officers or first responders.

Who May Enter Salishan?

SLI is a private community, with private roadways, paths, common areas and beach access points. Anyone allowed to enter is subject to Salishan policies. Leaseholds adjacent to the golf course shall extend to the owners of errant golf balls the courtesy of entering the property to retrieve them. All ocean and bay beaches, to the vegetation line, are public lands. We are not required to allow access to public lands through SLI properties. Legal access is from the Gleneden Beach wayside or from the water.

The following are permitted **full access** to Salishan:

- Leaseholders, sub-lessees and guests.

The following are allowed entry and **limited access*** to Salishan:

- Contractors, service providers, realtors, golf course and public works employees, in the performance of their duties,
- Guests of Salishan Spa and Golf Resort,
- Salishan Hills is issued a limited access code for their residents.

SLI can deny entry or ask any member of the general public to leave at any time for safety purposes, to protect the peace and quiet of Salishan, or to protect the private ways. The general public has no right of easement or entry to any part of SLI and can be considered to be trespassing upon entry.

How to access the gate?

The entry gate can be opened by the following methods:

- Magnetic cards or garage door style automatic openers
- Telephone system
- Access code (issued by SLI office)
- Salishan Spa and Golf Resort active room keycards

The following provides general information and requirements for community entry:

1. Leaseholders

- a. Each leaseholder is issued 2 magnetic cards. Additional cards, automatic openers and access to the telephone system can be purchased at the office.
 - b. Lost openers should be immediately reported to the office, so we can deactivate them from our security system and reissue new ones.
2. Contractors
- a. Long-term projects, such as remodels, new construction, and major modifications.
 - b. Contractors to pay the contractors deposit and will receive assigned access cards and an access code.
 - c. Access will comply with all contractor guidelines.
3. Service Provider
- a. Short-term projects, typically one day or less, one-time repairs, and service calls.
 - b. To ensure all providers can be tied to an individual leaseholder, each owner is responsible to arrange access for all service providers.
 - c. Lease holders can provide access in one of 2 ways:
 - i. Telephone system
 - ii. Service Specific Access Code
 - 1. The leaseholder can request a specific contractor code that will be tied to their leaseholder account, access will be restricted to the project length or service date and restricted to service hours. The cost for this request is \$25 to cover the staff time for these requests.

General Provisions

- 1. Each entry gate activation opens the gate for only one vehicle. If more than one vehicle attempts to go through, the gate will close, damaging the gate and the vehicle. Salishan is not responsible for damage to vehicles improperly using the gate, and drivers will be responsible for damage to the gate.
- 2. All delivery services such as uber, UberEATS, door dash, etc. will need to call the leaseholder through the call box for entry.
- 3. Do **NOT** open the entry gates for unknown vehicles, as it undermines access control system for Salishan. If a vehicle attempts to go through the gate with you, simply stop just beyond the gate. The gate will close and that vehicle will be blocked from entering Salishan. If you notice people having trouble at the gate, ask them to move out of the roadway and contact the office or Security for assistance.