

3 Canyons Master Homeowners Association

Gate Access Regulations (Amended 6/08/05)

I. Introduction

This document establishes regulations for the management of gate access for the 3 Canyons Ranch Homeowners Association. The 3 Canyons Gate Committee will be responsible for both interpreting and implementing these regulations. These regulations will be also consistent with the 3 Canyons Homeowners Association governing documents.

The intent of these regulations is:

1. To establish a system of gate access management that will maintain and protect the integrity of the 3 Canyons Homeowners Association as a private and gated community.
2. To provide a method of reasonable gate access to the residents of 3 Canyons and their designated guests.
3. To provide a method of reasonable gate access to non-residents with either property ownership or legitimate business in 3 Canyons.

II. General Regulations

1. All residents and non-residents who wish to have gate access to the 3 Canyons Ranch Community must first make written application to the 3 Canyons Gate Committee. This is accomplished through the appropriate submission of either: a.) the [Resident Gate Access Application Form](#) OR b.) the [Non-Resident Gate Access Application Form](#) OR c.) the [Auxiliary Resident Remote Device Application Form](#). An appropriate application form may be mailed to an applicant upon request. The applicant may also download the appropriate application form from the 3 Canyons website at: www.az3canyons.com.

2. Gate access transactions are only completed by mail. All gate access application forms must be mailed to:

Master Design and Gate Access Services
Post Office Box 778
Hereford, Arizona 85615

It is the responsibility of the applicant to keep the Gate Committee informed of any changes to the applicant's contact information.

3. No gate access application form will be processed unless it is fully and correctly completed. This includes all requested information, signed consent by the applicant to the terms of gate access, a photocopy of valid applicant identification and the correct fees, as applicable. The non-resident applicant is also responsible to provide full justification for gate access, as requested by the Gate Committee. Non-resident access codes may be limited by time-of-day or duration. All information contained in the gate access application form is confidential. Gate access applications require up to 3 weeks for processing.

4. Applicants for gate access must accept the terms and conditions stated in the gate access application form. As a part of that agreement, the applicant is responsible for the proper use of issued gate access codes and gate access remote devices. All gate access codes and remote devices are intended only for use by the applicant. The applicant may not share gate access codes or remote devices with other individuals or organizations.

5. Gate access application forms are kept on file for reference in a secure location. Once verified, all photocopies of applicant identification are destroyed. All applicant information contained in gate access application forms and the gate access data system is private and confidential. This information is restricted to designated members of the gate committee and may be used only for purposes of managing gate access.

6. Gate access codes and gate access control systems are the sole property of the 3 Canyons Homeowners Association. They are not transferable or saleable. Gate access codes and remote devices may be changed, reprogrammed or deleted from the gate access control system without prior notice at the discretion of the Gate Committee.

7. The 3 Canyons Gate Committee will meet either bi-annually or in unplanned meetings on an as-needed basis. Ad hoc meetings of the 3 Canyons Gate Committee require up to two (2) weeks to assemble. Decisions by the Gate Committee are final. Appeals to actions by the Gate Committee must be made in writing to the 3 Canyons Board of Directors and mailed to: The 3 Canyons Homeowners Association, P.O. Box 970, Hereford, AZ 85615, Attn: Board of Directors.

III. Resident Access Regulations

1. Residents of 3 Canyons are entitled to manual gate access as a condition of occupancy in the 3 Canyons Ranch Community. No justification is required for resident gate access. However, all residents of 3 Canyons must first complete a resident gate access application, agree to the terms and conditions of gate access and provide reasonable verification of identity. Resident manual gate access applications require up to three (3) weeks for processing.

2. Residents may also lease remote devices for gate access, as a privilege, when occupancy in 3 Canyons is established by the applicant. Occupancy is established once the Gate Committee can confirm that either: a.) the applicant has purchased an existing home in 3 Canyons. OR b.) when the Master Design Committee verifies that the applicant has been approved for new home construction in 3 Canyons.

3. Remote devices are limited to two (2) remote devices per resident household. They are not transferable or saleable. The cost of leasing remote devices is thirty dollars (\$30.00) per device. Twenty dollars (\$20.00) per operable remote device is refundable as a deposit. To obtain these devices, the resident must complete the "Resident Gate Access Application", provide photocopies of a driver's license and submit the required fees. Resident remote gate access applications require up to three (3) weeks for processing. The Gate Committee reserves the right to rescind or limit the remote device privilege.

4. Residents may lease auxiliary remote devices, provided that the resident can demonstrate ownership of more than two (2) licensed vehicles. Auxiliary remote devices are intended for use with cars, trucks, motorcycles and RV's in excess of the two (2) remote devices allowable per household. Residents are limited to no more than two (2) auxiliary remote devices per household per additional vehicle. They are not transferable or saleable. Auxiliary remote devices will not be provided to vehicles not registered to the resident homeowner. Auxiliary remote devices will also not be provided for commercial vehicles, ATV's, off-road motorcycles or non-motorized vehicles. To obtain these devices, the resident must complete the "Auxiliary Resident Remote Device Application", provide photocopies of vehicle registration for ALL vehicles and submit the required fees. The cost of leasing auxiliary remote devices is thirty dollars (\$30.00) per device. Twenty dollars (\$20.00) per operable remote device is refundable as a deposit. Auxiliary Resident Remote Gate Access Applications require up to three (3) weeks for processing. The Gate

Committee reserves the right to rescind or limit the auxiliary remote device privilege.

5. Temporary manual gate access may be provided to residents on an as-needed basis. These short-term gate access codes may be used by residents to share with designated visitors and guests. Application for temporary gate access codes may be made by completing the resident gate access form. Temporary gate access may also be transacted by phone or e-mail, at the discretion of the Gate Committee. Resident temporary gate access applications require up to three (3) weeks for processing. The Gate Committee reserves the right to rescind or limit the temporary gate access privilege.

IV. Non-Resident Access Regulations

1. Specific non-residents (non-resident property owners and non-residents with legitimate business purposes) may obtain manual gate access to 3 Canyons. Non-resident applicants must complete the non-resident gate access application, agree to the terms and conditions of gate access and provide reasonable verification of identity. The non-resident gate access application must also include a justification for gate access.

2. All vendors are required to apply for manual gate access using the non-resident gate access application. Vendors include, but are not limited to, real estate agents, building contractors, sub-contractors, delivery personnel, home appraisers and private utility companies. The non-resident gate access application requires that one individual in the applicant organization take responsibility for seeing that the code is used appropriately. This individual is also the designated contact person within the applicant organization. This non-resident access code may be used within the applicant organization, but may not be shared with other individuals or other organizations. Non-resident access codes may be limited by time-of-day or duration. One-time-use codes are available to clients of real estate agents upon request. Non-resident manual gate access applications require up to three (3) weeks for processing. The Gate Committee reserves the right to rescind or limit the non-resident gate access privilege.

3. Non-residents are not eligible for remote gate access devices. Exceptions are made for instances when manual gate access is not reasonably practicable by manual gate access. This would include delivery vehicles and oversized trucks that must routinely enter 3 Canyons. Application for additional remote devices must be made in writing and approved by a quorum vote of the Gate Committee on a case-by-case basis. The cost of leasing remote devices is thirty dollars (\$30.00) per

device. Twenty dollars (\$20.00) per operable remote device is refundable as a deposit. The Gate Committee reserves the right to rescind or limit the non-resident remote device gate access privilege.

4. Manual gate access and remote gate access devices are provided, at no charge, for municipal authorities, as appropriate. Municipal authorities include, but are not limited to, local police, fire department, U.S. Border Patrol, EMT crews, public utilities, Cochise County appraisers, health department officials and other public sector employees. These applicants must complete the non-resident gate access application, but verification of identity may be waived at the discretion of the Gate Committee. An agency contact person is requested in the event that access codes are compromised and need to be changed. Non-resident manual and remote gate access applications for municipal authorities require up to three (3) weeks for processing. The Gate Committee reserves the right to rescind or limit the non-resident gate access privilege.

(NOTE: Adobe Acrobat Reader available free from [Adobe](#) for reading PDF files)

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