



PALMER LAKE BEACH CLUB (PLBC)
PO Box 291, Lakebay WA 98349
contact@palmerlakebeachclub.com
VM: 253-884-1414 (please leave your
email with your message)

PLBC BATHROOM ACCESS PROGRAM

Over the last decade, access to the PLBC lake bathrooms has changed. Historically, the restrooms were unlocked at 9:00am, and locked again at 9:00pm, and remained fully locked with no access from October 1 to April 1 of each year. Members used an assigned key to unlock the lower lock, and PLBC maintenance staff used the upper deadbolt to fully lock the doors at night.

Over time, the keys were duplicated and PLBC lost reasonable control of the bathrooms, and we began to suffer vandalism.

About five years ago, we changed the lower door locks to combination locks, so that we could change codes as needed, and we asked members to please not share or publish the codes, so we could reduce or stop vandalism. Also, to meet members' requests for more access to the bathrooms, we then remained open year around, during the days.

Unfortunately, we have still continued to suffer vandalism, because some members published the bathroom codes and shared with other people, including people who are not members (owners) of PLBC.

Over the last decade, we have suffered in excess of \$10,000 in damage to the bathrooms from vandalism. This money comes directly from members' dues and reduces funds for other programs and increases in dues.

To deal with continuing problem, in 2025 the membership approved an upgrade to the security of the bathrooms, which consists of three key parts – the addition of security cameras above each bathroom entrance, the implementation of WiFi controllable door locks that allows a unique code to each member, and a financial responsibility policy that holds each member responsible for any damages to the facilities during their period of access.

This program is the implementation of this security upgrade, and it is everyone's hope that it will stop vandalism and the waste of member's dues.

This program includes a detailed policy, a legally binding financial responsibility acknowledgement and an email communications authorization. If you would like access, complete the enclosed forms, sign with original signatures, and scan/email or mail to PLBC.



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**ENROLLMENT FORM
PLBC BATHROOM ACCESS PROGRAM**

PLBC Member Property Street Address & PLBC Acct # (See Your Stmt)	
Owner 1 Full Name (F, L)	
Owner 1 Email Address & Telephone	
Owner 1 Mailing Address (Street, City, St)	
Owner 2 Full Name (F, L)	
Owner 2 Email Address & Telephone	
Owner 2 Mailing Address (Street, City, St)	

Acknowledgement & Agreement:

1. I am enrolling in the PLBC Lake Bathroom Program and agree to the enclosed policies, obligations and financial responsibility (Enclosure 1).
2. I'm enclosing the names of family members who reside with me and will be using this code (page 2 of this form).
3. If I am enrolling and sharing this code with my tenants who reside at the PLBC property, I'm enclosing their names (page 2 of this form).
4. I am completing the enclosed email authorization form (Enclosure 2) to allow PLBC to communicate with me by email.
5. PLBC shall respond to my enrollment via email, please ensure that your email system does not move PLBC email to spam or junk.

Owner 1 Signature & Date	
Owner 2 Signature & Date	

(Actual signature required – no digital signatures)

Family Member Listing: List those family members who reside at the Member Property Location whom will be using the Member's bathroom access code.

[illegible]

Tenant Listing: List the names of the tenants who reside at the Member Property Location whom will be using the Member's bathroom access code.

[illegible]



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ENCLOSURE 1 - POLICY PLBC BATHROOM ACCESS PROGRAM

1. **APPLICABILITY:** This policy applies to every member of PLBC. Residents who are not members (owners) cannot access the lake bathrooms; the owner of their property must enroll in the Lake Bathroom Access Program and remain legally liable for the actions of their residents. Certain elements of this policy only apply to those members who enroll in the program.
2. **OVERALL POLICY:** The common areas of PLBC are for the enjoyment of the membership and their guests, as detailed in the covenants and bylaws of PLBC. The Board of Directors is responsible for managing these facilities and resources consistent with the covenants and bylaws. The Board of Directors has set certain rules, regulations and requirements for the usage of PLBC common areas, and this policy specifically addresses bathroom access on the north and south ends of the lake. Members who do not fully enroll in the Lake Bathroom Program will not have access to the bathrooms once the program is implemented.
3. **SPECIFIC LAKE BATHROOM POLICIES:**
 - a. Members, to access the bathrooms, must fully enroll in the Lake Bathroom Program.
 - b. Members who are not in good standing (past due, in violation of property compliance programs) will not be allowed to enroll in the Lake Bathroom Program, and any member who is enrolled and then becomes “not in good standing” will be disenrolled.
 - c. Members who disclose or share their access codes to third parties or publicly disclose such codes without specific advance written approval of PLBC will be removed from the program for a period of two years and will not have bathroom access during such time.
 - d. Members who desire to assume financial responsibility for their tenants’ “sponsor” and have identified such tenants in the program documents may share their code with the tenant, however in the event of a violation of these policies, the member shall be wholly and completely responsible for their tenants’ actions. If a tenant violates this policy, it will be treated as if the member who “sponsored” the tenant violated the policy.
 - e. Members who have guests with them should unlock the bathroom for their guests and shall be responsible for their guests conduct and adherence to this policy, as well as any harm or loss to PLBC property by their guests.
 - f. Members who share their code with their children are fully responsible for adherence to this policy and any harm or loss to PLBC property by their children.
 - g. Members who are enrolled in this program shall ensure that they are not wearing headgear or any items that will obscure their face when accessing the door locks. If PLBC determines that a member’s code was used by an individual who has obscured their face, that member’s access to this program will be suspended for two years. Members further agree to aid in the identification of anyone using their code to access a bathroom. Members further agree that PLBC may use recorded images publicly to determine the identity of someone using a code, and the recording area is public and there is no expectation of privacy.
 - h. Members, upon entering the bathrooms, shall immediately report to PLBC via email or

telephone any damage or issues related to the facility. This shall include a door propped open or that is not properly locked when attempting to access the bathroom. Such report will include the phone number, name, email and PLBC property address. Members who fail to report such issues will be held financially responsible for any damage found by a subsequent user.

- i. The Board of Directors, PLBC shall update and modify these policies from time to time as necessary, and each program participant will receive such updated policies by email or by the posting of such updates to the PLBC website
“www.palmerlakebeachclub.com. Program participants agree that such updates are binding upon them after 10 days from the date of the email and/or posting on the PLBC website.
- j. Members enrolled in this Lake Bathroom Program acknowledge that they are responsible for keeping their email and contact information on the program enrollment form up to date and must send PLBC (via mail or email) an updated form as needed to reflect changes. Members who fail to keep their email and contact information up to date may be disenrolled for a period of one year.
- k. Members may disenroll from the program at any time by sending a email or letter to PLBC requesting disenrollment. Members who sell their properties will remain enrolled until they disenrolled.
- l. Members who enroll in this program acknowledge and agree that any amounts assessed to a member under this program by PLBC shall be invoiced to the Member, and such amounts will be treated as a special assessment under Article III Dues and Charges, Section 1, of the PLBC bylaws, which is both a personal obligation and a continuing lien upon the property, which shall run with the land and shall pass to his or her successors in title.

Owner 1 Signature & Date	
Owner 2 Signature & Date	

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EMAIL REGISTRATION/AUTHORIZATION FORM

PROPERTY OWNER 1 NAME	
PROPERTY OWNER 2 NAME	
PALMER LAKE PROPERTY STREET ADDRESS	
PROPERTY OWNER'S MAILING STREET ADDRESS	
PROPERTY OWNER'S MAILING CITY, ST, ZIP	
PROPERTY OWNER 1 TELE #	
PROPERTY OWNER 2 TELE #	
PROPERTY OWNER 1 EMAIL ADDRESS	
PROPERTY OWNER 2 EMAIL ADDRESS	

I HEREBY AUTHORIZE PALMER LAKE BEACH CLUB TO COMMUNICATE WITH ME USING EMAIL FOR ALL COMMUNICATIONS AND NOTICES.

SIGNATURE(S):

(Signature of Owner 1)

(Date of Signature)

(Signature of Owner 2)

(Date of Signature)

Please mail or email this completed and signed form to Palmer Lake Beach Club. We do not provide access codes to non-owners. Owners are responsible for communicating codes to their tenant/guests. You may revoke this authorization any time by sending a letter to that effect to Palmer Lake Beach Club. Once this form is on file, you can update your email by sending us an email from your email address on file with us, noting your new email.