



# **Litchfield-by-the-Sea Community Association**


## **Commercial Vehicle Access Program**

February 2025



**Effective March 1, 2025, LBTS is starting  
its Commercial Vehicle Pass Program.**


**This is an OPTIONAL program that creates  
more efficient, controlled, and monitored access  
to LBTS property for commercial vehicles coming onsite.**







A “Commercial Vehicle” is anyone accessing LBTS campus that is not an owner, renter, or friend/visitor.

Commercial vehicles are coming to the property to transact business: vendors/merchants, tradesworkers and construction vehicles, service workers, property managers, real estate agents, and delivery drivers.





**The Commercial Vehicle Access program helps to keep the community secure, without backing up traffic at the main gate, through automated, pre-authorized access for commercial vehicles.**





# Commercial Vehicle Access: CURRENT state

- When a commercial vehicle comes to LBTS, the homeowner ideally calls in a “visitor pass” for the vehicle
  - Security must print a paper pass
  - Sometimes owners forget to call in a pass – so Security must try to call owner
- The commercial vehicle receives a paper barcode pass and may access LBTS the same way as renters and visitors
- No additional identity or insurance verification, or document trail outside the standard “visitor pass”



# Commercial Vehicle Access Program



- Effective March 1, 2025, LBTS will have an OPTIONAL Commercial Vehicle Access program
- Commercial vehicles are NOT REQUIRED to purchase passes
- **An annual fee secures commercial vehicles a permanent barcode to place on their vehicle through pre-authorization**
- When arriving at LBTS, commercial vehicles can enter the property through the “automated” access lanes using their barcodes. This eliminates the need to stop at Security and get a paper barcode pass
- **Homeowners will no longer need to call in a visitor pass for vehicles with a Commercial Vehicle Access Pass**



**This program enhances security by allowing LBTS management to capture vehicle registration and proof of insurance before the commercial vehicle comes on property.**

**ALL commercial vehicles participating in the CVA program will be listed on the LBTS website as having their information on file.**







# Commercial Vehicle Pass Program (2025)

- Written applications must be filled out and mailed in or dropped off at the main office at LBTS (49 Wall Street, Pawleys Island)
- Annual Pass rates:
  - 4-wheel: \$200
  - 6-wheel: \$300
  - Over 6-wheel: \$400
  - Real Estate/Property Management: \$150
  - Fleet rate discounts for more than 5 barcodes
- Passes are effective for 12 months after issue date
- This program is OPTIONAL – no commercial vehicles are required to participate



# Frequently Asked Questions

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## **Is LBTS allowed to charge fees for vehicles coming onsite?**

- A: Yes. Article IV, Section 3(e) of the Declaration state that the Association has the right to “charge reasonable admission and other fees for the use of the Common Properties [...] without applying uniformly to all classes of users of the Association’s facilities.”

## **Why does a Commercial Vehicle Access program make sense?**

- A: This creates enhanced security by capturing important information on each commercial vehicle, such as proof of registration and insurance.
- There is significant value in pre-authorizing commercial vehicle access to the property, and the homeowners having a list of vendors who have been pre-authorized for access.
- Additionally, commercial vehicles cause wear and tear on our private roads and facilities but are not contributing to the costs of the maintenance and upkeep. This program changes that!

## **Why are you doing an “optional” program? Why not a “required” program?**

- A: LBTS is going through a significant amount of change currently. The infrastructure for a “required” program needs to include the capability to charge a daily rate, and swiping cards at the gate. Right now, we simply don’t have the bandwidth or infrastructure needed to run a “required” pass program.

## **Is this going to increase traffic at the owners-only access points?**

- A: Because vehicles participating in the CVA program are instructed to utilize the North and South gates, or the River Club back gate, we anticipate no significant increase to traffic at the owners-only lanes.

# Frequently Asked Questions

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## **Why would anyone pay for a Commercial Vehicle pass when they could keep coming in for free?**

- A: By being pre-authorized to visit the campus, it is more efficient for commercial vehicles, as well as visitors (no need to stop at Security for a printed paper pass).
- Additionally, everyone signed up for the Commercial Vehicle Access pass program will be listed on the LBTS website. This is not a “preferred vendor” program but serves to inform homeowners that the companies participating in the program have been pre-authorized to access campus.

## **Can homeowners keep calling in visitor passes for commercial vehicles, if they don't want to buy a pass?**

- A: Yes. However, **we strongly suggest all owners encourage commercial vehicles to apply for the Commercial Vehicle Access Pass.** This helps diffuse traffic from the main gate.

## **Is this cost going to be passed along to me as an owner utilizing that company?**

- A: We anticipate that the cost of the pass is low enough, and the incentives are significant enough, such that companies will not directly or indirectly charge owners for the cost of this pass.

## **Why are we doing a Commercial Vehicle Access program now?**

- A: Frankly, this is another area where LBTS is “behind the times.” Similarly situated large resorts have had commercial vehicle access programs for years. We are working to catch up!