

CHA Revised Community Rules (updated through February 27, 2021)

Coolidge Falls Homeowners' Association strives to maintain an environment that is beautiful, peaceful, respectful, and family-friendly for all homeowners and guests. As such, it is necessary from time to time to make, amend, and occasionally repeal rules and regulations in pursuit of achieving those ends. These rules and regulations are applicable both to owner and non-owner visitors to Coolidge Falls, and are intended to ensure that the qualities that make Coolidge Falls so special will be maintained in perpetuity.

The Rules below are in addition to, and are not intended to replace, any current and existing Rules of the Association. To ensure that everyone is aware of them, we ask that they be shared with all guests and renters and be posted in all homes in the community.

Section "A" - New Association Rules and Guidelines:

1. The speed limit on all roads in Coolidge Falls is 15 miles per hour.
2. Quiet hours are from 10 PM to 7 AM weekdays, weekends, and holidays. Excessive outdoor noise during quiet hours will be considered a violation of the rules.
3. The use of fireworks is prohibited in Coolidge Falls.
4. All owners, guests, and renters must follow the community trash and recycling rules. Any deviations from the trash and recycling rules by a homeowner, guest, or renter shall be a finable offense.
5. Parking is only allowed in a homeowner's garage or on the paved parking pads in front of a homeowner's specific house. Parking is not permitted on or off any road in Coolidge Falls or on the parking pads of any other house without that house's owner's prior consent. Any illegally parked vehicles are subject to being towed at the vehicle owner's expense.
6. All pet waste and any other debris must be picked up and disposed of properly. No debris of any sort shall be improperly disposed of anywhere within Coolidge Falls.
7. Per Section "B" below, additional rules will apply to: i) owners who rent their homes for money, or non-cash compensation, and ii) to owners who allow their homes to be used by others without the owner present.

Section "B" - Rules and Guidelines specific to house rentals or non-owner occupancy of a house.

These additional rules shall be applicable to any owner who either rents out his or her house or allows use of the house by another without the owner being present.

1. Notification required:
 - a. Any owner that intends to allow a non-owner to use his or her property in exchange for money, or other non-cash compensation, must notify all directly adjacent (i.e., next door and across the street) neighbors and

Coolidge Falls management of the intention to do so. This notification is in addition to any registrations that may be required elsewhere such as registration with the Town of Lincoln or the State of New Hampshire, if applicable.

- b. Homeowners must provide the notification annually not later than the 10th day of May of each year and shall be valid for one year thereafter. In the event a homeowner decides after May 10th to rent his or her home for money, or non-cash compensation, the homeowner must provide the required notification prior to the rental being advertised, or, if not advertised, before the rental starts.
 - c. Notifications may be made by email, hand delivery or e-mail to the CHA office, or first class US Postal Service mail.
2. The rental notification must contain the following information:
- a. The owner's name, permanent home address, cell phone number where the owner is readily available, and e-mail address.
 - b. Local Coolidge Falls house address
 - c. Approximate number of times the house will be rented for money, or other non-cash compensation, during the calendar year.
 - d. Contact information for the individual or management company responsible for immediately addressing any violations or concerns that may arise during the time of the use by others without the owner being present.
3. Homeowners must communicate required town ordinances, applicable rules, and regulations to renters and guests using the property. Accordingly, homeowners must:
- a. In the event the property is rented for money, or other non-cash compensation and a rental agreement is signed by the renters, then the agreement must incorporate: i) any required town ordinances, ii) Rules 1-6 from Section A above, iii) the Coolidge rules and regulations, as same may be modified or amended, and iv) any potential fines for violations in Section C below. This may be done by incorporating by reference the applicable rules and policies into the rental agreement.
 - b. In the event the property is rented for money, or other non-cash compensation and a rental agreement is not used (e.g., AirBnB, VrBO), then the homeowner must incorporate the following into the "house rules" (or other similar record): i) any required town ordinances, ii) Rules 1-6 from Section A above, iii) the Coolidge rules and regulations, as same may be modified or amended, and iv) any potential fines for violations in Section C below.
 - c. Communicate the maximum number of vehicles that can be parked at a unit.
 - d. Provide a hard copy of these rules, the Coolidge bylaws, and trash and recycling rules in the home in a manner that is readily accessible to the renter or guest.

- e. Renters and guests using a home must be notified in advance that they may be held responsible for any fines levied against the homeowner for any rule violation(s).
4. Ultimate responsibility for all fines will be with the homeowner.

Section "C" - Fines for Violations.

1. Failure to abide by Association Rules and Regulations shall result in the following fines being levied on the homeowner by the Association, and such other fines as shall be determined by the Board of Directors or the association in their discretion.
 - a. First offense: Written warning to Homeowner, except for violations of Rules A.4 (recycling and trash disposal) and B.1 and B.2 (notification), which shall be subject to immediate imposition of special assessment pursuant to Part D, Chapter V, Section 4(C) of the By Laws of the Association.
 - b. Second and subsequent offenses: Imposition of special assessment pursuant to Part D, Chapter V, Section 4(C) of the By Laws of the Association.

Section "D" - Reporting and Tracking Rule Violations.

1. Prior to involving Coolidge Falls management with a complaint, the complainant shall first attempt to resolve the matter by contacting the homeowner directly. Noise complaints may also be directed to the Lincoln Police department if necessary.
2. If the offending homeowner is unknown, unreachable, or not willing to resolve the matter to the complainant's satisfaction, complaints or violations may be reported to Coolidge Falls management *via* email.
3. Coolidge Falls management will collect, track and maintain reports of violations.
4. Coolidge Falls management will attempt to resolve complaints and violations with the homeowner concerned or other responsible party, and may levy the fines provided for in Section "C".

The following terms were added to the above Community Rules by vote of the Association on February 27, 2021, which ADD the following additional 5 conditions:

1. A permanent Rental Committee ("RC") shall be established by the Board which will report to the Board, and help manage the process and administrative tasks. The RC shall be comprised of both renters and non-renters. Owners who rent their homes at Coolidge for cash or non-cash compensation ("Renting Owner", or "RO") shall register with the RC under terms established by the RC with consent

of the Board. The RC shall provide ROs with necessary forms and best practices applicable to renting in Coolidge. The RC shall support the Board to enable effective enforcement of the established rules and track and address complaints.

2. ROs shall be required to list in any advertisements related to a home in Coolidge that Coolidge is a quiet community and not suitable for parties, with reference to these rules and the best practices provided by the RC.
3. Before renting, all ROs are required to meet with and to communicate with a representative of the RC to share information on the community rules, house rules and best practices. ROs will be encouraged to utilize technology such as exterior cameras for monitoring the property. ROs shall be required to provide renters with parking tag associated with their unit to encourage limited parking for the rental use and serve as a deterrent, and ROs shall be encouraged to track the license plates of cars parked at renting unit.
4. A 24/7 answering service shall be established and made available to the Coolidge community to enable easier tracking and addressing of any complaints.
5. No pets or animals shall be permitted, nor will outdoor fires of any type be permitted, when a renter for money, or non-cash compensation, is using a Coolidge home.