

## **LAKEVIEW CONDOMINIUM HOMEOWNER ASSOCIATION RULES** **“Association Rules” V032024**

The Lakeview Condominium Homeowner Association Rules (Association Rules) have been created and revised by the Lakeview Condominium Homeowner Association Board of Directors over the years to address and emphasize issues as they arise. They are not exhaustive, and additional restrictions and responsibilities are contained in Lakeview’s Declaration of Condominium (Declaration) and By-laws, available for download. Every resident, owners and tenants, are responsible for reading this material and will be held responsible for any violations at Lakeview per these Rules, the Declaration of Condominium and the By-Laws. Owners are ultimately responsible for infractions by their tenants and guests. The association Declaration and By-laws can be found on the Lakeview public website - <http://www.LakeviewEnfield.com>.

Please direct any general questions you have regarding Lakeview to the Community Manager (preferably) or a board member:

### *Property Manager*

Peter Coren, River Valley Property Management LLC  
10 State Street, Windsor, VT 05089  
Email: [Peter@rivervalleypm.com](mailto:Peter@rivervalleypm.com); Call/text: 802-214-2830

### *Board Members*

Michael Moore; [mike.moorelvhoa@gmail.com](mailto:mike.moorelvhoa@gmail.com)  
Jim Murray; [jim.murray.lvhoa@gmail.com](mailto:jim.murray.lvhoa@gmail.com)  
Heath Blier; [chawoogie@gmail.com](mailto:chawoogie@gmail.com)

## **Who Owns What?**

Unit Owner’s Property and Responsibility:

- Front door and door frame; basement door from walk-out basements
- Sliding glass door and frame
- All window glass and window frames including skylights
- Screens on windows and sliders
- All interior paint, wall board, wallpaper and paneling
- All finished flooring (carpet, vinyl flooring, tile, Pergo, wood)
- Sinks, toilets, bathtubs, showers
- Dishwasher, range, refrigerator, washing machine, dryer, microwave
- Kitchen and bathroom cabinets and vanities
- Hot water heaters
- Electrical panels
- Heating system and all piping and appliances associated with such system
- All plumbing including drainage and water distribution pipes within each unit
- All wiring and electrical outlets and switches within each unit
- Interior walls and ceiling

Limited Common Area for which owner is responsible to keep clean, painted or stained (requires approved colors) and perform normal maintenance:

- Porches
- Balconies
- Patios
- Outdoor light fixtures, front and back

Common Areas Association for which the Association has full responsibility (except for damage due to owner negligence):

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- Exterior paint on front and rear doors and exterior frame
- Paint on exterior surface and trim
- Paint on exterior window frames
- Roofing
- Structures, pipes, wires, ducts, bearing walls and columns etc. running through a unit into another.
- All other property, land and structures not included in Unit Owners or Limited Common Area such as roads, walkways, landscaping (trees, grass, shrubs etc.), parking lot, fences, exterior of buildings, pool and tennis courts etc.

### **Schedule of Fines for Non-Conformance**

Residents are encouraged to report violations described in the Declaration, By-laws and Association Rules to the Community Manager or a Board Member. Other than dumpster violations, the offending resident will be asked to correct the situation within a reasonable timeframe prior to a fine. Failure to be in compliance by a stated deadline will result in a fine of \$100 in the first instance, \$150 in the second and \$200 in the third. Dumpster violations result in an automatic fine (see Dumpster Area section). People who have received notice to pay a fine may attend the next scheduled meeting of the Board to present extenuating circumstances for the Board's consideration.

### **Air Conditioners**

Air conditioners (window only) and window fans are permitted from May 1 through November 1. All other HVAC systems require Association's Board approval (RFA Request for Approval submit via AppFolio Architectural Review).

### **Alterations and Repairs**

Owners and tenants are required to keep their immediate outside area neat, organized, and clean. All plantings must be kept 12 inches away from the building to prevent rot. No shades, awnings or window guards shall be used in or about any unit except such as shall have been approved by the Board of Directors.

Any alterations involving the exterior structure of the buildings or land including, but not limited to, planting, landscaping, decks, patios, and satellite dishes must be approved by the Board of Directors in advance. Prior to beginning work on any such alteration, owners must fill out a Request For Approval (RFA) form (RFA Request for Approval submitted via AppFolio Architectural Review).

Each alteration request is unique, and often several factors must be weighed. Approval is therefore on a case-by-case basis. The board will require owners who do not first seek their approval to remove any exterior alterations.

The Association reserves the right to demand that unit owners make repairs to their unit, as necessary. These repairs may include, but are not limited to, windows, doors, sliders, interior blinds and curtains, or any item that detracts from the appearance or functionality of the condominium.

### **Antennas/Dishes**

Antennas and Satellite dishes for television may not be mounted on any building without the written permission of the Board of Directors and must be properly installed in accordance with the Condominium Documents as they relate to Common Area and the exterior of the buildings. A \$200 deposit is required upon approval, which will be returned when the satellite dish is removed.

### **Auto Repairs**

Changing oil, changing tires, and other car repairs (such as brakes, transmissions, muffler, body work, etc.) are not permitted anywhere on the property.

### **Bird Feeders**

Pursuant to the New Hampshire Department of Fish and Game advisory, bird feeders are prohibited on Lakeview Association property between April 1 and November 30.

### **Beach Rules**

See Appendix 1 to Association Rules.

### **Canoes/Kayaks**

Owners and residents storing kayaks and canoes on the Lakeview beach racks are assessed \$25 per year for each kayak/canoe. Paddle boats and all other types of water craft and not allowed to be stored on the beach. Registration forms may be obtained online from the River Valley Website under "Forms".

### **Condominium Documents**

Each unit owner shall possess a copy of the Lakeview Condominium documents (Declaration, By-laws, Association Rules). The documents contain valuable information that each resident should know about the operation of the Association. Copies of the condominium documents may be downloaded from the River Valley website under "Shared Documents":

### **Condominium Fees**

Condo fees are due on the 1st of each month. It is each unit owner's responsibility to pay on time. Condo fees pay for capital projects such as roofs, water wells and water supply; and for operating expenses such as road maintenance, snow removal, grass cutting, tree maintenance, master policy insurance, maintenance of building exteriors/common areas, and much more.

## Collection Process

- Condominium fees are due on the 1st of each month.
- If fees are not paid within fifteen (15) days, they shall be deemed delinquent.
- A late fee of \$15.00 is charged, and interest on overdue condo fees is charged at 1.0% per month. Both charges will be repeated every 30 days until balance is paid in full.
- The Association shall send a reminder notice to delinquent owners.
- If the unit owner does not pay by the 15th day after the delinquent date, the matter may be referred to an attorney for collection, including foreclosure.
- The Property Manager or an attorney shall send a demand letter to the delinquent owner, which offers a payment plan for the amount due including interest and all other charges.
- The plan shall require that the delinquent owner pay all overdue amounts, interest, late fees, legal fees, and a collection fee of \$250.00.
- The unit owner is responsible for all fees incurred in the collection process.
- The Board may provide information to any unit owner regarding a delinquent unit owner if the board has voted to commence foreclosure.

## Decks/Patios/Porches

Decks, patios, and porches are “Limited Common Areas”. Storing of items such as bicycles, toys, boxes, camping gear, snow blowers, lawn tools, trash and recycling bins or non-seasonal items on your front porch, patio or deck area is prohibited. Items such as tables and lawn chairs are permitted on patios and decks in the summer. Small chairs or benches, flowerpots, and snow shovels (in winter) are allowed on porches and should be kept in an orderly fashion.

Pursuant to New Hampshire State law, barbecue grills are prohibited on any deck above ground level, and grills must be moved a minimum of 10 feet away from any combustible structure, including overhangs, when in use. **Fire pits must also be located 10 feet away from any combustible materials. Only firewood may be burned in fire pits. All fire pits must be portable and have a spark arrester attached. FIRE PERMITS ARE REQUIRED BY THE TOWN OF ENFIELD PRIOR TO USE. Fire pits must be moved off common area when not in use.**

Deck maintenance and repair is the responsibility of the Unit Owner. Owners who fail to pressure-wash and stain their decks every two years will be responsible for replacing the deck at their own expense. Owners must also remove from their decks snow and ice, including snow fallen from the roof, during the winter to prevent rot. Any change in the color of a unit’s deck must be approved by ..the HOA Board of Directors

Addition of new decks patios or porches require an RFA (Request for Approval RFA Request for Approval submitted via AppFolio Architectural Review).

Check for size limitations with the Management Company.

### **Patios**

1. The patio footprint must conform to Limited Common Area dimensions.
2. All updating of pavers and other patio materials must be approved by the Board.
3. If wooden decking is used, it must not be attached to the building in any way.
4. There must be a ¾ inch air gap between the deck and the building.
5. The deck surface must be below the bottom of any door threshold.
6. Rain grates must be installed in areas specified by the Board or their representative
7. Drainage away from the building must not be impeded in any way.

### **Dangerous Activities**

Vehicle repairs, changing motor oil, driving snowmobiles, having exterior hot tubs or whirlpools, and firing weapons such as BB guns, rifles or bows are strictly prohibited. These activities hold serious liability for personal injury and property damage.

### **Door & Window Replacement Guidelines**

The repair and/or replacement of doors and windows will be at Owner expense under the following terms and conditions:

- Door/window must be consistent in design, color (white window frames), functionality and appearance to the door/window being removed.
- All window and door replacements require a Request for Approval (RFA Request for Approval submitted via Appfolio Architectural Review). Please include the manufacture product brochure and specification sheet.
- Installation by qualified professionals is encouraged. Homeowner installations are allowed provided the work is completed in a timely manner and consistent with professional installation. If installation is not done in a professional manner and damage to common property results, or may result, the Board will compel the owner to correct the problem, at owner's expense, to Board satisfaction.
- In the event that structural damage covered by the Association is discovered in the course of window/door installation, the Association will repair the damage as soon as practical.
- If windows are in disrepair and cause damage to the building structure, the unit owner is responsible for all related repairs.

### **Dumpster/Recycling Area**

The Dumpster/Recycling Area is monitored 24/7 via video surveillance. The dumpster site on Lakeview property is for household rubbish and responsibly prepared recyclables generated by Lakeview residents only. Non-resident use will be reported to the Enfield Police for prosecution. All household rubbish must be securely bagged to discourage insects and vermin, and placed far back in each dumpster to maximize space utilization. Dumpster lids must be kept closed to prevent attracting animals. If a dumpster is overflowing, use another dumpster. Do not put trash on top of the closed cover. Recycling - Glass and plastic must be rinsed of food, cardboard boxes must be broken down, **items must be placed loose in the ZeroSort dumpsters and not be confined in plastic bags**. Please go to <http://www.LakeviewEnfield.com> to read the Zero-Sort guidelines for acceptable items.

The following items are not allowed in the dumpsters or the dumpster area:

- Hazardous Materials (e.g. wet paints, solvents, liquid petroleum products and other flammables, pesticides, medical waste, etc.)
- Items containing Mercury (e.g. thermometers, thermostats, fluorescent bulbs, etc.)
- Items containing Freon (e.g. air conditioners, freezers, refrigerators, dehumidifiers, etc.)
- Electronics: Computers, keyboards, printers, fax machines, cell phones, vacuums, DVD/CD players, monitors, televisions, anything with a circuit board, etc.)
- Vehicle tires
- Pressurized Items (e.g. aerosol cans, propane tanks, fire extinguishers, etc.)
- Yard waste (e.g. brush, branches, lawn clippings, etc.)
- Construction debris (e.g. lumber, shingles, sheetrock, concrete, tile, carpets, rugs, windows, etc.)
- Recyclables (e.g. cardboard, paper, plastic, glass, metal, etc.)
- Bulky Items (e.g. furniture, mattresses)

Disposal of the above items is the individual's responsibility and can be taken to:

Enfield Transfer Station at 39 Lockhaven Road, Enfield - Phone 603-632-5208

or

Lebanon Solid Waste Facility 370 Plainfield Road West Lebanon 603-298-6486

Fines will be automatically assessed as follows to the unit owner for disallowed items found in dumpsters or the dumpster area: First instance \$100, second instance \$150, and third instance \$200. In addition to the fines, a disposal fee will be charged for items not removed within 24 hours of notice and prior to pick up by Casella. **THE UNIT OWNER IS RESPONSIBLE FOR THEIR TENANT'S DUMPING VIOLATIONS.**

### **Fencing**

No new fencing on common areas will be approved. The Association provides and maintains one length (8 feet) of privacy fencing. If the owner requests, the Board will consider extending the fencing, at owner's expense, an additional ½ length (4 feet) in areas where this will not interfere with the ability of grounds maintenance personnel to navigate riding grass mowers. No privacy fence will be erected that extends more than 12 feet from the building and no enclosing of common area will be permitted without board approval.

Any non-conforming fencing erected by individual owners will be removed at the owners' expense and brought into conformance with Lakeview's governing documents regarding limited common areas. **The panels will be stained with clear stain at least once every two years, and not painted or allowed to weather naturally.**

All privacy fences will be installed in a manner to avoid rot to the building walls, be stable in the ground, and level. As with any project affecting the exterior of the buildings, owners who wish to replace their own privacy fences must submit a Request for Approval to the Board.

### **Garden hoses/Outside faucets**

Hoses cannot be left outside on the grass and must be neatly stored. The outside faucet must be shut off from the inside of the unit during the winter months. The shut-off handle (usually red) can often be found in your kitchen sink cabinet. In most cases, turn the handle 90 degrees to the pipe to shut off water to the outdoor spigot.

### **Heating**

The Property Manager will coordinate wood burning chimney inspections and cleanings each fall. This is an insurance requirement. Owners will be billed for all cleanings unless the owner contracts for the inspection and cleaning in which case the owner must provide evidence of the inspection and cleaning to the Property Manager. Woodpiles must be neatly and safely stacked and maintained by the resident within two weeks of delivery. The area should be raked, and chips properly disposed of. Woodpiles must always be kept two feet from the buildings to prevent rot and carpenter ants. Any damage caused by the woodpiles will be repaired at the owner's expense. Owners of wood stoves must operate them according to manufacturer guidelines. Ashes should be stored in a fireproof container until they are cold and then appropriately disposed of. Do not dump ashes on the lawn.

Because water lines run through walls and ceilings of all connecting units, residents must keep thermostats set no lower than 55°F to prevent freezing of pipes in their own and adjacent units. If residents are away for more than a few days, they should leave open all doors to bathrooms, closets, storage spaces and crawl spaces, and have a designated person periodically check the unit. All units that will not be lived in for more than two days from December 1 through March 31, must be equipped with a low-heat alerting device, or an automatic telephone alert that is activated when the unit's temperature drops below 45°F.

If there is any water damage as a result of a malfunction with an owner's heating or plumbing system, call the Property Manager immediately. Failure to comply with the above rule may lead to water damage in one's own or a neighboring unit, both of which are the financial responsibility of the owner with the faulty heating or plumbing system. Any additional form of winterizing must be done from the inside of the unit. It is strongly recommended that boilers be checked by a licensed professional at least every two years for efficiency and cleaning maintenance.

### **Insurance: Master Policy/HO6 unit owner's coverage**

The association maintains a master insurance policy for both the inside and outside of each unit, however, it does not cover personal belongings, any upgrades made to the unit that were not reported to the board, nor the master policy deductible, which varies each policy year. Also not covered is personal liability inside the unit, or the personal liability that might incur outside the unit, or off-site. Therefore, it is required that all unit owners purchase an HO6 policy from their own insurance carrier to cover their own

belongings, but most importantly, the master policy deductible. A copy of each unit owner's declaration page for their HO6 policies must be submitted and kept updated with the association's Community Manager. Any owner who fails to purchase and keep an HO6 in effect shall be assessed the value of any deductible from any loss that occurs in any unit. If you have questions about coverage responsibilities, contact your insurance agent.

### **Mailboxes**

Unwanted mail must be disposed of in an owner's own trash container. The mailbox area is not a bulletin board. Any notices posted without Board approval will be removed. If you misplace your mailbox keys, the Enfield Postmaster will change the lock on your mailbox and supply you with a new key for a fee (~\$22.00).

### **Noise**

All residents are entitled to the peaceful enjoyment of their home. What seems like entertainment to you may be annoying to your neighbors. No loud noise on the property that is a source of annoyance to Lakeview residents shall be allowed. This includes loud music, idling motorcycles, loud automobile mufflers, barking dogs, parties, etc. If you have a complaint, we encourage you to try handling the situation by asking the offender to quiet down. If this is not comfortable for you, contact the Property Manager and the offending resident will be contacted.

### **Occupancy Limitations**

In order to preserve the residential character of the Lakeview Condominium community, the following occupancy limitations apply to both Owner residents and to tenants of leased units. For one-bedroom units, the maximum number of occupants is two. For two-bedroom units, the maximum number of occupants is two per bedroom. Per New Hampshire law, no basement, including walk-out basements, can be used as a sleeping area.

### **Parking**

Each unit is entitled **up to two (2)** parking spaces (assuming the unit owner(s) have two cars). Please park such that all parking spaces can be utilized. All vehicles must be registered with the Association. All owners and occupants are responsible for their vehicles and those of their visitors. Residents in Buildings 40, 42 and 44 Marsten Lane, and Buildings 35, 39, 40 and 42 Potter Lane have assigned one numbered parking space, and must park accordingly. Visitor parking areas are located on Rocky Hill Way across from Buildings 13 and 17, and in the gravel parking areas along upper Potter and on Potter across from Turner Lane. Additionally, residents of building 35 Potter must park their 2nd vehicle in the lot on the dumpster road. In deference to your neighbors, visitors must park in visitor specified parking areas. Any unit owner that desires a third car on property must request permission from the Board and if granted, be subject to an additional charge of \$200 annually.

Cars, motorcycles, campers, or trucks must not be parked on any grassed area for any period of time, for any reason. All vehicles must be currently registered and inspected. Any vehicle not used for day-to-day transportation must be removed from the premises. Vehicles cannot be stored on the premises. If the owner fails to conform to these rules, the vehicle will be towed at the owner's expense. Vehicles will also be towed at owner's



expense if they are illegally parked, blocking a throughway or someone else's egress, or if they are parked on any grassed area. Winter parking regulations and procedures (appendix 2) are in effect from November 1st through April 15<sup>th</sup>, and are strictly enforced.

Motorcycles: If a motorcycle is a 2nd vehicle it can be parked in the resident's parking area. If it is a 3rd vehicle, it must be parked sideways in front of the resident's vehicle, provided it does not cause the vehicle to protrude into the road. If there is no room in front of the vehicle, it must be parked in a visitor's area and there will be a \$100 seasonal charge. Motorcycles must also be registered with the Association.

### **Pets**

Pet owners shall indemnify the Lakeview Condominium Association and the Board of Directors and hold it harmless against any loss or liability of any kind or character whatsoever arising from or growing out of having any animal on Lakeview property. Any destruction to Lakeview property or other residents' property by an animal is the sole responsibility of the animal's owner, and the owner will be charged for the cost of repair.

The Town of Enfield and State of New Hampshire require all dogs and cats to have proof of rabies vaccination. Enfield dogs must be licensed annually by May 1st. Dogs on Lakeview property, when outdoors, must be on a leash at all times, and are not permitted to roam the property. Animals are not allowed to be tied up outdoors. Animals must always be supervised by their owners. Pet owners are required to keep their pets from excessive barking or from making any noise that causes discomfort or disturbance to other residents. There are strict New Hampshire state regulations against nuisance dogs. To report a nuisance dog, contact Enfield Police Department at 603-632-7501. All food for any animal is to be kept inside the owner's unit.

No one owns any portion of the Common Areas individually. If your dog relieves itself on Lakeview Common Areas or limited Common Areas, it is your responsibility to immediately pick up the waste, place it in a plastic bag, and put it in the dumpster. This demonstrates your consideration for your neighbors, and also helps eliminate a health hazard.

Owners will be fined \$100 for the first violation of the pet rules, \$150 for the second violation. Persistent violators (3 violations) will be required to remove the animal(s) from the property. Please call the Association's Property Manager if you know of a pet owner who is not following the pet rules. The Property Manager will follow up with the offending resident.

### **Rental Rules**

Landlords are required to complete the Lakeview Owner/Resident Registration Form, which includes tenant's names, vehicle, contact information, and lease start/end dates on or before their tenants' move-in date. The form must be sent to the Property Manager. This form must be updated when any change occurs. The minimum lease period is 30 Days.

Landlords are required to provide a copy of the Association Rules to their tenants no later than their move-in date. Any owner who fails to comply with the rental rules will be subject to the schedule of fines for violation of rules. **LANDLORDS ARE RESPONSIBLE FOR THEIR TENANTS' ACTIONS.** The association fines the unit owner for rule infractions committed by their tenants.

### **Sewer System**

Lakeview is connected to the municipal sewer system. Putting anything down any drain or toilet such as food, rubber, plastic, dirt, hair, wipes or chemicals causes clogged filters at the on-site pumping station and backed-up drains. This will result in extremely expensive repairs for which everyone must pay. Do not use a garbage disposal even if your unit is equipped with one. If you have any water issues in your unit, such as a running toilet or dripping faucet, they should be repaired immediately.

### **Signs**

Signs are not permitted on the property. This includes "For Sale", "For Rent", political or business signs or posters. Signs may not be posted in windows.

### **Smoke Detectors**

By law, smoke detectors are wired in each unit for your safety and for the safety of other residents in your building. Do not tamper with the smoke detectors. If a smoke detector "chirps", replace the battery. If it continues to chirp, it may be dusty. You may vacuum the dust out, but do not disconnect the detector. It is recommended that smoke detector be replaced every 10 years. Lakeview requires all units to have carbon monoxide detectors installed in each unit.

### **Smoking**

Residents are prohibited from smoking on limited common areas (decks, patios, porches) if the smoke interferes with any resident's enjoyment of their unit, particularly in warmer months when slider doors and windows may be open. This rule shall be enforced upon any complaint to the Property Manager from any other unit owner or resident. When smoking outside, smokers shall move a minimum of 30 feet away from the structure/decks to avoid second-hand smoke from entering another unit.

### **Speed Limit**

The speed limit on Lakeview roads is 10 miles per hour and is posted.

### **Swimming Pool and Tennis Court**

The tennis courts, beach and pool are private property and available to Lakeview residents and their guests only. If you are aware that non-residents are using the tennis courts, beach or pool, notify the Property Manager. All residents must read and obey the specific rules for the pool, beach and tennis courts. Residents are required to be respectful of the property and use these facilities according to the rules. Pool and tennis court gates must be secured when the last person leaves. Tennis court, beach and pool rules will be strictly enforced, and the schedule of fines will be assessed in the

case of misuse of these facilities (see Appendix 3 - SWIMMING POOL RULES and Appendix 4 - SUMMER REMINDERS).

Appendix 1 to Association Rules LAKEVIEW

CONDOMINIUM HOMEOWNER

ASSOCIATION BEACH RULES

1. Access to beach is restricted to residents of the community at Lakeview and their guests. All children (under 12) must be supervised by an adult.
2. It is prohibited to use our beach to access any water craft moored on the lake.
3. Do not feed the ducks.
4. Please pick up and take away what you bring to the beach.
5. No Smoking is allowed.
6. **Dogs are not permitted on the sand.**
7. Please fill in all holes you dig in the sand. Please do not dig holes deeper than 4 inches to avoid mixing dirt with the sand.
8. Use the beach at your own risk. There is NO LIFEGUARD ON DUTY, and Lakeview is not responsible for persons or personal property.
9. Guests are limited to not more than four per unit unless previously approved by the Board or the Property Manager.
10. Please be kind to one another and have fun.

## Appendix 2 to Association Rules

### LAKEVIEW CONDOMINIUM ASSOCIATION

#### WINTER REMINDERS

Window fans and air conditioners are permitted from May 1 through September 20 only

Because water lines run through walls and ceilings of all connecting units, residents must keep thermostats set no lower than 55° to prevent freezing of pipes in their own and adjacent units. Owners who fail to comply with this rule will be held responsible for any water damage in their own and neighboring units.

Owners and Tenants with decks or patios are expected to keep these areas shoveled and clear of snow to avoid rot to the building's walls. Everyone is responsible for keeping their own secondary entrance clear of snow.

Hoses must be disconnected and the outside faucet must be shut off from the inside of the unit during the winter months. The shut-off handle (usually red) can often be found in the kitchen sink cabinet. Turn the handle 90 degrees to the pipe to shut off water to the outdoor spigot.

Woodpiles must be neatly and safely stacked and maintained by the resident within two weeks of delivery. The area should be raked and chips properly disposed of. Woodpiles must be kept two feet from any building at all times to prevent rot and insect damage. Any damage caused by the woodpiles will be repaired at the owner's expense. Owners of wood stoves must operate them safely according to the manufacturer's guidelines and at proper temperature to prevent a chimney fire. Ashes should be stored in a fireproof container until they are cold and then appropriately disposed of. Do not dump ashes on the lawn.

Residents shall not dispose of holiday trees anywhere on the property, including the dumpster area. Holiday tree disposal in the Town of Enfield can be done at the Transfer Station on Saturdays and Sundays from 8 a.m. to 4 p.m. Anyone found dumping holiday trees on the property will be issued a fine.

Winter parking rules have been in place at Lakeview for a number of years. Moving your parked cars for the snowplow is mandatory. However, we recognize that when plowing is done at night or on the weekends, sometimes it is difficult to get enough automobiles moved so that the snowplows can clear parking areas, and sometimes alternative temporary spots are not readily available. When you see or hear the plow in your area during the day, please do your best, and encourage your neighbors, to go out and temporarily move your cars so that your parking areas can be plowed.

The Lakeview parking plan is shown below, marked to show winter parking areas for the Barn and the area prohibited at the top of Marsten Lane, as well as areas where vehicles should be moved temporarily to allow the contractor to remove snow from the regular parking area.

Residents need to make every effort to adhere to the following rules and winter parking plan so that the plow contractor can do the best job possible to keep the complex safe for everyone. Thank you for your cooperation.

The following parking plan and rules shall be in effect from November 1 to April 15, for the purpose of facilitating snow removal. No vehicle shall be stored in a parking area or winter parking area. All vehicles parked on site need to be registered, inspected and used regularly.

**UPPER MARSTEN AND MERRILL PLACE:** During the period from November 1 to April 15, parking is prohibited at the intersection of Marsten Lane and Merrill Place and near the intersection of the access road to 50 Marsten Lane and the Petryk land.

**11 MARSTEN LANE “the barn”:** units 34, 35, 36 and 37 shall park in front of the building. Units, 30, 31, 32 and 33 shall park in the winter parking area near the tennis courts.

**21 MARSTEN LANE:** Residents shall temporarily move their cars to the designated Winter Parking Area north of Building 19, to allow the contractor to remove the snow from the parking areas for #19 and # 21 Marsten Lane.

**11, 13, 21 ROCKY HILL WAY:** Residents shall temporarily move their vehicles from the east side of the road to the west side of the road to allow the contractor to remove snow from in front of the buildings.

**POTTER LANE:** Residents of Buildings 35, 39, 40 and 42 shall temporarily move their cars to their designated Winter Parking Area on the south side of Potter Lane below Building 35.

**ALL BUILDINGS NOT SPECIFIED ABOVE:** Residents shall move their vehicles in a logical manner to previously cleared areas during the snow removal process.

**ENFORCEMENT –** Any vehicle not moved for 24 hours and causing obstruction of snow removal will be towed off the Condominium grounds and the owner of the vehicle shall be responsible for all towing charges and storage fees.

## Appendix 3 to Association Rules

### LAKEVIEW CONDOMINIUM ASSOCIATION

#### SWIMMING POOL RULES

Access to pool and pool enclosure is restricted to residents of Lakeview and their guests.

- Such guests must be accompanied by an adult who is a resident of the unit they are visiting. Guests are limited to not more than four per unit unless previously approved by the Board or the Property Manager.
- Pool hours are 7:00 a.m. until dusk. The pool may be closed at any time during this period, however, to meet maintenance requirements when unavoidable.
- A resident adult at least 18 years of age must accompany children under 12; adults are responsible for ensuring the children they accompany comply with all pool rules.
- Children in diapers, (including "swim" diapers), or otherwise not toilet trained, are not allowed in the pool.
- Loud noise, radio/music, excessive splashing (including onto deck area), running or otherwise excessive roughhousing is not allowed; no foul or abusive language or conduct will be tolerated.
- No glass is allowed in the pool enclosure.
- **NO SMOKING IS ALLOWED IN THE POOL ENCLOSURE.**
- Animals are not permitted in the pool or pool enclosure.
- Swimming is permitted in bathing suits only; no shorts, cut-offs, etc., are allowed.
- Only residents and their guests of units for which there are no outstanding fees, assessments, fines or liens are permitted access to the pool enclosure.
- Pool users should remove all items of personal property, including chairs, chaise lounges, towels, toys, or other paraphernalia, when leaving the pool area.
- Please make sure the umbrella is in the closed position when leaving the pool.
- Ensure that you close the gate behind you, especially if you are the last to leave the pool area. This protects young children from wandering into a dangerous situation.

For any violation of the above rules observed by, or reported to the Board or Property Manager, usage of the pool or access to the pool enclosure may be denied. The Board may levy a fine against the unit owner of up to \$100.00 for each violation. In addition, in cases of damage or loss caused by unit owners, their residents or guests, the cost of repair or replacement to any area of the pool or pool enclosure will be charged to the responsible unit owner(s).

## Appendix 4 To Association Rules

### LAKEVIEW CONDOMINIUM ASSOCIATION

#### SUMMER REMINDERS

Warm weather is upon us, windows are open, and people are spending more time outside. In consideration of your neighbors, now is a good time to review the Association Rules, and please take particular care to follow the important regulations noted below:

#### BY-LAWS OF LAKEVIEW HOME OWNERS ASSOC., ARTICLE X:

- a. No clothing, laundry, rugs or wash shall be hung from or spread upon or from any window or exterior portion of a unit or in or upon any common area. All refuse and trash shall be placed in locations specifically designated by the Board and no garbage or wash shall be permitted to remain in public view.
- b. Owners, tenants and guests shall exercise extreme care to avoid unnecessary noise or the use of musical instruments, radios, televisions and amplifiers, which may disturb others.
- c. No nuisance shall be allowed on the property nor shall any use or practice be allowed that is an annoyance or that interferes with the peaceful possession or proper use of the condominium property by others.

#### IMPORTANT NOTES:

For multifamily dwellings, State and local fire codes prohibit the use of charcoal grills, gas grills, or other similar devices for cooking, heating, or any other purpose, on any balcony or under any overhanging portion or within 10 feet (3 meters) of any structure. Listed electric ranges, grills, or similar electrical apparatus shall be permitted. **Fire pits must also be located 10 feet away from any combustible materials. Only firewood may be burned in fire pits. All fire pits must be portable and have a spark arrester attached. FIRE PERMITS ARE REQUIRED BY THE TOWN OF ENFIELD PRIOR TO USE. Fire pits must be moved off common area when not in use.**

Bears love bird feeders. The New Hampshire Department of Fish and Game advises that feeders should not be out between April 1 and December 1. Bears are also attracted by garbage and food (including pet food) left outdoors. In consideration of your neighbors, please follow the bird feeder advice, make sure all garbage is securely bagged and placed in the dumpsters, and close dumpster lids and doors after use.

The posted speed limit on Lakeview streets is 10 miles per hour. Please drive slowly and be considerate of pedestrians and children playing.

We appreciate your cooperation and wish everyone a good summer.