

Dear Essex Park Neighbors,

The Essex Park Board and Directors (Board) and Architectural Standards Committee (ASC) are pleased to present you with the revised Architectural Standards Committee Guidelines, Rules and Regulations. The ASC consists of both board and non-board members. Over the last year the Board and the ASC have met on several occasions to develop these revised standards. Due to the age of the subdivision, we felt that the time had come to update and give much clearer standards than those we have been operating from since 2003. We took into consideration our previous standards as well as our covenants and by-laws. After completing the document, we had it reviewed by our attorney to make sure we are within the bounds of the law. The document you have received with this letter is the finished product.

We want everyone to know that we spent many volunteer hours with this project and that we prepared the standards with what we feel is best for the overall upkeep of our neighborhood. These standards are what the ASC will use as their guidelines. Please understand that if you receive a violation letter, this is the document that you will need to refer to to make corrections. Everyone in the subdivision is held to the same standards, without exception. We would ask that each of you read through the document so that you are aware of the changes and requirements for the upkeep of your property. We also are aware that additional changes to the standards may be required from time to time. When the changes are needed, the ASC will meet to make those changes and each neighbor will receive those written updates.

For your convenience, the design standards as well as the covenants and by-laws will soon be available to download and print from our website [www.essexparkonline.org](http://www.essexparkonline.org).

Thank you for helping us to keep Essex Park the outstanding community that it is!!

## **ESSEX PARK RULES AND REGULATIONS**

**Revised: August 8, 2009**

**MISSION STATEMENT:** The Essex Park Board of Directors and Architectural Standards Committee (ASC) is dedicated to promoting an aesthetically appealing community through the conscientious development, re-evaluation and enforcement of our neighborhood's covenants, rules and regulations. We will do this through the careful and timely consideration of homeowner request sand with an open communication during this process.

**THIS DOCUMENT:** The goal of this document is to provide further clarification as to the accepted Rules and Regulations that govern the Lots and Structure with in Essex Park. Furthermore, it seeks to give guidance to homeowners as to what modification/additions are acceptable and the process by which they can gain approval for them. This document is not inclusive of all possible situations. As such, each request will be reviewed on it own merit and with deference to the Community-Wide Standard. This document supersedes any prior Rules and Regulations document that may or may not have been disseminated.

**INTRODUCTION:** The Board believes that these Covenants, Rules and Regulations are essential to benefit all members of Essex Park Property Owners Association by helping its members govern the use of the land and the conduct of its members to preserve, protect and increase property values and their quality of life as residents. It believes enforcement of these Covenants, Rules and Regulations are essential to the continued success of our community. Any homeowner not possessing a copy of the Declaration should contact an Essex Park Homeowners' Association Board member for a copy.

These Rules and Regulations apply to new structure, alteration and additions on existing, previously developed Lots as described in our Covenants.

## **RULES AND REGULATIONS OF ESSEX PARK SUBDIVISION**

The following rules and regulations were originally adopted at the Property Owners Association meeting of December 6, 1998, and revised August 8, 2009. The following information contains rules of the Essex Park Properties and Common areas. These rules have been created to preserve the natural beauty and community atmosphere with in Essex Park. All home owners are responsible for ensuring that their residents and guests follow these rules at all times.

### **COMMON AREAS – CLUBHOUSE, POOL, TENNIS COURT**

1. Common areas are for the use of residents in good standing (Association dues current) and their guests. Guests considered being non-Essex Park residents. Essex Park residents that have had their privileges revoked cannot come as a guest with another resident.
2. An Essex Park resident must accompany a guest while on the common properties or while using any of the amenities. Essex Park residents are responsible for ensuring that their guests are informed of the rules and that these guests follow the rules at all times.
3. Essex Park residents are required to carry their Essex Park issued key and ID while on all common areas.
4. All Common (clubhouse, pool, and pool deck and tennis court) areas are non-smoking (no tobacco products). Smoking is allowed in front of the clubhouse and the parking lot as long as all cigarette butts are disposed of properly.
5. The parking lot is for common area use only. The parking lot should be full before using off-street parking. When parking on the street please follow Cobb County Laws.
6. A telephone is located outside the restrooms in the clubhouse. During off season you will need your key to access the restroom and telephone.
7. A first-aid kit is located outside the restrooms in the clubhouse.
8. Profanity is prohibited.
9. No littering, no excuses.
10. No wheels of any sort are allowed on the pool deck or tennis courts.
11. The names of residents that are delinquent on their dues will be posted on the front door of the pool.
12. Please note that any misuse of the amenities or breaking of rules may result in the suspension of amenity privileges.
13. Any resident of Essex Park has the authorization to enforce the rules and regulations of Essex Park.

#### **Common Area Key**

Upon signing the most recent copy of the Rules and Regulations and verification that Association dues are current, each household will receive one (1) key to be used to access the pool deck, tennis court, and clubhouse bathrooms. This key/keychain is the property of the Essex Park POA and must be shown when requested. The key/keychain may be requested to be shown by any board member or resident of Essex Park.

- Residents will not be provided with any additional copies of this key with out incurring a \$50 charge.
- If your key is used by anyone other than your household, the key will be confiscated and that person will be asked to leave the premises immediately. An immediate fine of \$50.00 will be imposed. The Board will return the key to the homeowner at their discretion.

- Guests are considered to be non Essex Park residents. Essex Park residents that have had their privileges revoked due to unpaid dues, etc. may not accompany another resident as a guest.
- All residents and guests must abide by the most current Rules and Regulations of Essex Park.
- The key must be with you at all times when you are on the common areas.
- Your only access to the restrooms at the clubhouse is with your key.
- Should you chose to sell your home, the key must be returned to a board member or a fee of \$50 will be imposed at the closing of your home.

## **CLUBHOUSE**

- To reserve the clubhouse contact the Secretary of the Board.
- The Secretary of the Board must have a signed release form on file prior to the function.
- Owners must pick-up the key from any Board member the day of the function. The key must be returned after the event (the next day if the event ends late).
- When you pick-up the key you will receive a Clubhouse Checklist. The Checklist is 2 pages (1<sup>st</sup> – items to check BEFORE your event; 2<sup>nd</sup> – items to check AFTER your event).
- A Board member shall be notified immediately if the clubhouse is not clean and available for your scheduled event. Without prior notification, you will be held responsible for any problems that are found after your function. You may request an inspection after your function is complete.
- Reservation of clubhouse is for the clubhouse ONLY. It does NOT allow for exclusive use of pool, tennis courts and restrooms.
- The clubhouse must be cleaned immediately after your function is completed. Failure to do so repeatedly could result in loss of use.
- The resident shall be fully and wholly responsible for all activities at the event and must be in attendance at the event.
- Repeat violations of the above rules will result in the suspension of use privileges.
- The Board and POA (Property Owners Association) shall not be liable for any issues that may arise from the activity of the resident (s) or guest (s) before, during or after the scheduled event.
- Any personal items left in the clubhouse and/or pool area for longer than 30 days will become property of the Association.
- Decorations are only to be taped to the trim/molding, not the walls. Please remove all decorations and tape after the party is over.

## **POOL RULES**

- Pool use restricted to members and guests in good standing with the Association. Anyone (non-members, children under the age of 14 not accompanied by an adult or guardian 18 years or older, unless Red Cross Water Safety certified. Any members under 14 observed on the premises that are not supposed to be in the pool/pool area will be charged a \$25.00 fine and a warning; the 2nd offense will result in a \$50.00 fine and loss of pool privileges for the remainder of the pool season.
- All persons using the pool should do so with the utmost care and caution to avoid accident and injury, not only to themselves, but to others.
- Swimmers swim at their own risk. There is no lifeguard on duty.

- All residents must have a current Essex Park ID to enter the pool area. Periodic checks may be performed to ensure pool usage is restricted to residents and their guests only.
- A guest may not be another Essex Park resident not in good standing with dues.
- Be courteous to other neighbors when using the pool area with large groups.
- Pool rules (see below) and hours are posted. Any violation of the posted rules is a violation of this document.
- Entering the pool area outside of posted hours of operation is prohibited and considered trespassing.
- Congregating in the pool area after hours or during off-season is prohibited
- Association member and guest use only. All guests must be accompanied by an Association member.
- No runnings, diving, rough or boisterous play allowed.
- Children under 14 years of age must be accompanied by a parent or adult guardian 18 years or older, unless Red Cross Water Safety certified.
- No glass, sharp objects, or hazardous materials allowed in the pool area.
- No profanity
- No wheels (skateboard, bikes, etc) allowed on the pool deck.
- No pets or animals allowed in the pool area.
- No smoking or use of tobacco products are allowed in or around the pool area.
- All infants/non-toilet trained children **must** wear appropriate swim diaper, rubber pants, and appropriate swimming attire. A fine of \$100 will apply to negligent members who allow their child/guest to enter the pool with out the proper swimming attire and causes the pool to close due to fecal contamination.
- No persons with infectious or communicable disease, skin, eye, ear, or nose infections allowed in the pool.
- Persons under the influence of alcohol or drugs should not use the pool.
- Clean up any food or beverage in the pool area when you leave.
- Lower the Pool Umbrellas
- Straighten Chairs & Loungers
- The Association is not responsible for any lost, left, or stored items in the pool area or clubhouse.
- Please report any problems with the pool or individuals using it promptly to the Association at (770) 514-8855, or to a Board member for correction.
- Safety equipment is to be used in emergencies only
- No wheels (skateboard/bicycles) allowed in the pool area
- Violation of any of the above Pool Rules are subject to an initial fine of \$25. Two or more violations could result in the loss of pool privileges at the Board of Directors discretion.

## TENNIS COURTS

- All players play at their own risk.
- Using the courts for anything other than playing tennis is considered trespassing. Other activities are damaging to the court surface.
- Loud and profane language is prohibited.
- No animals allowed on the tennis courts

- Proper tennis shoes and attire are required at all times
- Smoking or the use of tobacco products are prohibited
- No wheels (skateboard/bicycles) allowed in the tennis court
- No smoking inside the tennis court

## **POLICIES**

### **HOME OCCUPANCY**

Essex Park is a single-family home subdivision and is not a rental neighborhood.

### **NOISE RESTRICTIONS**

- All vehicles on any roads within Essex Park must operate with proper mufflers.
- Dirt bikes, any other motorized vehicles, or motorized toys shall not be allowed on Essex Park roads without proper mufflers that restrict noise to levels no louder than normal street bikes and are prohibited from operating on lots located within the Association.
- Anyone working on any property inside Essex Park shall not perform any activity causing noise within the community before 8:00 am or after 9:00 pm.
- The using, operating and/or permitting to be played, used and/or operated of any radio receiving set, phonograph, musical instrument; and/or other machine or device for the producing or reproducing of sound in a manner as to disturb the peace, quiet, and comfort of the neighboring inhabitants or at any time with a volume louder than necessary for the convenient hearing of the person who is in the room, vehicle or chamber, including a garage in which the machine or device is operated and who is a voluntary listener thereto. The operation of any set, instrument, phonograph, machine or device between the hours of 9:00 pm and 8:00 am in a manner as to plainly audible at a distance of 50 feet from the building structure or vehicle in which it is located shall be a violation of this paragraph.

### **PET POLICY**

- Any dog owner or anyone with a dog in his/her possession and control shall not permit such dog to be out of control and unattended off the owner's property. This includes, but is not limited to the property of another person without permission of the property owner, and the common areas.
- A dog is considered under control if controlled by a leash and the ability of the owner to restrain the dog. Voice control does not constitute control of an animal. As per Cobb County law Section 10-11
- Owners are restricted to possessing in residence two cats and/or two dogs. Housing of more animals without the written consent of the Board is considered a violation of Article VIII, Section 11. Consideration will be given to owners wishing to temporarily house "guest" animals, provided prior request is made in advance.
- Pet owner shall immediately dispose of all waste by-products left on property other than owners. Trash receptacles are located in the parking lot of the clubhouse to aid in disposal of waste.
- Pets are not permitted with in the fenced pool area or tennis courts.
- If a dog is found to be off the owner's property and not in control as defined above, the owner shall be notified. If the owner does not take necessary precautions to secure and control the dog, any homeowner in the Association may have the dog removed from the common area or the owner's property by calling Cobb County Animal Control at the Main Animal Control: 770-590-5611 or the Direct number for Dispatch: 770-590-5720. Any dogs that are removed shall be taken to the nearest dog pound. Additionally, if the problem persists the Board may take action in the way of fines to correct the situation.

- In accordance with Cobb County Law: Section 10-9, the owner of any animal which habitually barks, whines, howls, or causes other objectionable noise; or which is at large, chases, or runs after persons or vehicles; or which destroys or damages any property of another person; or which causes serious annoyance to a neighboring resident and interferes with reasonable use and enjoyment of his property; or which is otherwise offensive so as to create a nuisance, shall be in violation of this section.
- If the problem persists and Animal Control is involved the board may produce fines.
- Fines are the same as above. \$25 for the first fine, 2<sup>nd</sup> offense is \$50, 3<sup>rd</sup> offense is \$100 and there after \$25 a day.

### **ANIMAL PENS AND DOG HOUSES**

No structure for the care, housing or confinement of any animal shall be constructed or placed on any Lot without an ASC approval form. (Article II, Section 1(a) & 1(b) – amendment dated 11/20/02)

It is the homeowner's responsibility to check with Cobb County to obtain permits as required.

### **STREET SAFETY**

- The speed limit is 25 mph on all streets within Essex Park.
- Vehicles shall not be parked where it obstructs pedestrian's right-of-way (i.e. sidewalk).
- Parking on the street more than a 48-hour period is prohibited, as outlined by Cobb Co. Law.
- All cars must parked in driveway; unless for temporary purposes
- Observe the 3-way stop sign
- Pedestrians, for your safety, use the sidewalks and not the streets
- Report street light problems to Cobb EMC (770)-429-3432

## **ARCHITECTURAL STANDARDS COMMITTEE RULES AND REGULATIONS**

If any guidelines, rules and/or regulations are in violation, the fines should be assessed per the schedule below.

### **COVENANT VIOLATIONS SCHEDULE**

When a homeowner is in violation of an Essex Park Covenant, he/she will be notified via an ASC form or letter from the Essex Park HOA Board, and an appropriate amount of time shall be allowed for resolving the issue. If the issue is not resolved by the deadline given, the following actions shall be taken:

#### *First Offense*

Initial violations of the Covenants or Association rules shall incur written notice.  
(Violation #1).

#### *Second Offense*

A second violation of the same Covenant or Association rule that is not corrected within the two week period shall incur a \$25 fine, and have an additional two weeks to correct the problem. (Violation #2)

#### *Third Offense*

A third violation of the same Covenant or Association rule that is not corrected within the four week period shall incur a \$50 fine and an additional two weeks to correct the problem. (Violation #3)

#### *Fourth Offense*

A fourth violation of the same Covenant or Association rule than in not correct with the six week period shall incur a \$200 fine plus \$25 a day until the violation has been corrected. The Board may at this point; hire a contractor to fix the violation and the homeowner will be liened for unpaid fines and unpaid costs to the Board. Pursuant to Article 9, Section 1 of the Declaration of Covenants and Article 5, Section 3 of the Association By-Laws. (Violation #4)

#### **Mitigating Circumstances**

If a homeowner who is in violation is unable to correct the violation in the required amount of time, please contact the ASC Board member and we will attempt to provide extra time or help if needed.



## **ASC RULES**

Regarding ASC Approval: If the ASC fails to approve or to disapprove any application within thirty-five (35 days) after the application and all information as the ASC may reasonably require have been submitted, then the Owner submitting the application may issue written notice, by certified mail, to the ASC chairperson or the Association president, informing of the Owner's intent to proceed with the modification as identified in the application, unless the Association issues a written disapproval of the application within ten (10) days of receipt of the Owner's notice. (Article II, Section 1(b) – amendment dated 11/20/02)

## **EXTERIOR MAINTENANCE**

ASC approval should be obtained prior to making any exterior change, alteration or construction on a Lot (including painting, regrading or landscaping modifications), or any alteration of the Lot which affect the exterior appearance of the Lot (Article II, Section 1(b) – amendment dated 11/20/02))

### **Description**

- All exterior surfaces must be maintained in good and attractive condition. All paint colors need to be submitted to the Board and ASC for approval two weeks prior to painting. You may submit color chips for approval, but the Board and ASC would prefer that you paint a sample on the side or back your house. The ASC will look at the siding and make their decision.
- Rotten wood must be removed and replaced from any exterior structure.
- Wooden decks, fences, etc. may be treated with wood-toned stain.

## **EXTERIOR STRUCTURAL CHANGES**

(Article II, Section 1(b))

All exterior structural changes must be approved by the Architectural Standards Committee prior to work beginning.

### **Description**

The purpose of this regulation is to ensure that written ASC approval is obtained prior to making any exterior change, alteration or construction on a Lot (including painting, regrading or landscaping modifications), or any alteration of the Lot which affects the exterior appearance of the Lot.

This includes, but is not limited to, additions/deletions of: enclosed additions, screened/unscreened porches, roof extensions, roof replacement, covered entries, greenhouses, decks, driveways, exterior stairs, patios, fences, fireplaces & chimneys.

The Architectural Standards Committee shall have the sole discretion to determine whether the plans and specifications submitted for approval are acceptable and in compliance with the total scheme of the neighborhood.

## **FENCES**

**All fences must be approved by the Architectural Standards Committee prior to installation.**

The following guidelines apply when submitting requests for new or modified fences:

- Fences in the front and that face a street must be constructed of pressure treated or rot resist (i.e. cedar, redwood, cypress) or wrought iron.
- Fencing installed along the side and back of a lot may be green or black vinyl coated chain link fence.

- Fences may extend from the rear corner area of the home to the back area of the yard and not forward toward the front of the house in order to minimize its visibility from the road. Anything outside this scope can be proposed to the ASC.
- All fences should be a minimum of 42-inches high and a maximum of 72-inches.
- Fences shall be installed with the cross braces on the inside of the fence. The finished side of must be facing out.
- Wood fences may be finished in wood-toned stains and maintained in good condition.
- Decorative fencing is allowed with prior approval.

**Not Acceptable:**

- Lattice may not be used as a fence, but may be used as a decorative addition with prior approval.
- PVC fencing is prohibited.
- Front yard enclosure fencing is not permitted.
- No painted fences are allowed without prior approval. (Note: painted fences have to be painted every few years. Staining lasts much longer)
- Wood framed fences lined with wire are not permitted.

**Submittal for architectural committee review should include at minimum:**

- Completed ASC Form
- Plot plan for property showing
  - Location of existing dwelling
  - Location of property lines
  - Location of proposed fence
- Drawing, photo or product brochure of proposed fence with dimensions and materials indicated
- If applicable, proposed paint, stain or color

**LANDSCAPING**

**ASC approval is required for any major change to the existing landscaping of any Lot.**

**Description**

- Retaining walls and landscape edging exceeding 18-inches in height requires approval.
- Any earth moving events requiring the use of heavy equipment and/or impacting any change to the grade and/or drainage of a lot must be approved prior to use.
- Regular lawn mowing and maintenance including edging along streets and walkways and weed control is required. Lawns shall not exceed 6-inches in height. Weeds are defined to include those both broadleaf and grassy in nature, and any grass type not intended as the lawn (i.e. fescue clumps in bermuda, zoysia or centipede).
- Homeowners are responsible for cleaning up their grass clippings after mowing. Grass clippings are not to be left on sidewalks or blown into the street.

- No rubbish or debris of any kind shall be dumped, placed or permitted to accumulate upon any portion of any Owner's Lot so as to render the same unsanitary, unsightly or offensive. Declaration of Covenants Article 8, Section 3.
- Homeowners are responsible for pulling the weeds in between the sidewalk and the street in front of their homes and any weeds growing between the curb and the street.
- Regular maintenance of planting islands beds (including weed control, edging and regular mulching [twice per year for straw, as needed for other types] is required.
- Natural areas (which must include shrubs and/or trees) are permissible provided that the visual impact to neighboring lots is aesthetically acceptable. The Architectural Committee should be notified of this intended effect. All such areas will be evaluated on a case-by-case basis.
- Bare earth on lots is prohibited. All exposed earth must be dressed promptly in an appropriate ground cover (sod, seed & straw, mulch)
- Dead trees must be removed from the property, and dead limbs must be trimmed.
- Landscaping noise shall be limited to the hours between 8:00 am and 9:00 pm.

**Submittal for architectural committee review should include at minimum:**

ASC approval is required for any major change to the existing landscaping of any Lot. A graphic or written plan should be submitted.

**LIGHTING**

**ASC approval is required for any exterior lighting, which replaces, or is in addition to, the existing lighting on the house or Lot.**

- All exterior decorative lighting, which includes all landscape and security lighting, may not impact adjoining lots.

**KUDZU**

- Kudzu must be prohibited from advancing onto neighboring lots and from climbing trees. Eradication is the preferred method of control, though it is not required.
- Retention ponds, that are part of your property, must be maintained in such a way as to be aesthetically pleasing. Maintaining the interior of such ponds is required only if the Kudzu is climbing up a tree in the pond. The tree must be cut down or the Kudzu removed from the tree. The rim (defined as the immediate area where the sloped sides become level) should be landscaped or planted in some type of grass or other plants, and should meet the same standards as other lawn and landscaped areas. Landscaping such areas with stone or other ASC approved materials is acceptable. Kudzu and other wild plants must be contained within the pond.

**PARKING – see Cobb County guidelines**

- No materials, equipment or business vehicles may be stored or parked on the premises, except for one business vehicle, used exclusively by the resident. *(This is a county guideline. More detailed information is available in the Cobb County Code or online at [www.cobbcounty.org](http://www.cobbcounty.org).)*
- If you have to park on the street... Vehicles must be parked along the curb, facing in the direction of traffic flow (Cobb County Ordinance). Note that parking on the street is only for temporary purposes.
- No parking on the grass

- No parking on the sidewalk
- Recreational vehicles, trailers, campers, trucks (except and vans), travel buses, boats, ATV, dune buggies, jet skis or any such equipment must be parked in the extreme rear of Property and sufficient natural cover erected to shield same from visibility. .Article 8, Section 7.

## **PLAY EQUIPMENT**

**ASC approval is required prior to the installation of play equipment.**

- Play equipment, including but not limited to, swing sets, play sets, trampolines, play houses, should be located at the rear of the house.
- Equipment should be placed in such a location as to minimize view from streets, neighboring properties and common areas as much as possible.
- Swing sets and playhouses shall not exceed 8-feet in height; playforts shall not exceed 12-feet in height, and must be maintained in a safe and attractive condition.

## **POOLS, HOT TUBS AND SPAS**

ASC approval is required for all in-ground pools, spas, hot tubs, surrounding decks, fencing and screening. Approval must be given, in writing, prior to clearing, grading or construction.

- Pools/Hot tubs/spas must be located out of the front view of the house.
- No above ground pools are allowed.

## **RECREATION EQUIPMENT**

- Basketball goals may be moveable in nature and located at the rear of the driveway when not in use. Fixed basketball goals can be located no further than half of the driveway's distance to the street.
- The use of paint guns, pellet guns, BB guns, etc., by anyone under the age of 18 requires adult supervision. Such activities are prohibited from the common areas.
- No ATV's, dune buggies, jet skis allowed.

## **ROOF AND ROOFING MATERIAL**

**ASC approval is required for replacement of, or change to, any roof or roof covering.**

- Materials and color shall be limited to asphalt shingles in the same color as is prevalent through the Community.
- No sky lights shall penetrate roof surfaces that face any street.
- Note: to help maintain the life of your roof, the ASC recommends roof cleaning. Contact any member of the ASC for details

## SEASONAL DECORATIONS

Holiday decorations should not adversely affect the neighborhood (such as excessive traffic), and must be removed no later than thirty (30) days after the holiday.

## SHEDS

**All sheds must be approved by the Architectural Standards Committee prior to installation. A building permit is required from Cobb County for some sheds.**

Submittal for architectural committee review should include at minimum:

- If the shed is smaller than the guidelines for a building permit, then it may be the rubber made plastic.
- If the shed is the size that requires a building permit then the shed must follow these guidelines: Sheds must be constructed from like material of the house and located out of the front view of the house and painted to match the color of the house. Gazebos, arbors, privacy screening/lattice, and trellis must be constructed of pressure treated or rot resistant wood or white PVC material, and maintained in good condition.

## SIGNS

In order to maintain a neat, uncluttered appearance in the neighborhood, the use of certain type of signs is regulated.

The following signs must be no larger than 18 inches by 24 inches are considered "pre-approved" with these conditions:

**Political Signs:** No more than one sign per candidate per lot is permitted. Signs may be placed no more than 14 days before an election and must be taken down within 7 days after the election.

**Garage/Yard/Moving Sale Signs:** One sign may be placed on the homeowner's property where the sale is being held and only on the day of the sale. One sign may be placed at the entrance to Essex Park no more than 1 day prior to the event and must be removed no later than the following day. Directional signs within the subdivision are permitted as needed, but must be removed no later than the day after the garage/moving sale.

**Home for Sale Signs:** These are allowed to assist owner in selling their homes and must be of the typical size and design most commonly associated with this sign type. One is allowed in the front yard of the homeowner's private property. No sign may be placed on Essex Park common property or the entrance to the Community. A sign may be placed across from the entrance; adhering to the Cobb County guidelines for such signage.

**Contractor Signs:** Contractor signs are allowed only while work is being done and only for a period no longer than 30 days. Signs must be removed no later than 20 days after work completion. All other sign advertising goods or services that are not specifically described above are not allowed.

The Board of Directors, on behalf of the Association, shall have the right to place reasonable and appropriate signs on any portion of the Essex Park common areas to promote community-wide events.

## TRASH CANS

- Trashcans may be placed at the curb for pick-up no sooner than the day before pick-up and must be removed the same day as pick-up.
- All cans must be kept out of sight from the street

## **VEHICLES**

No inoperative vehicle shall be parked on any Lot for a period of time in excess of fourteen (14) days. Owners of inoperative vehicles shall incur a fine of \$25 first notice, \$50 second notice, and \$100 third notice with \$25 a day there after.

No owner or occupants of any Lot shall repair or restore any vehicle of any kind upon any Lot, except to the extent necessary to enable the movement thereof to a proper repair facility. General maintenance of your vehicle within a 24 hour period is allowed.

No automobile, truck or vehicle of any type of nature shall be parked in any street or road of the Property longer than a 48 hour period.

## **WINDOW AIR CONDITIONING UNITS AND FANS**

Window mounted Air conditioning equipment is prohibited in Essex Park.

Window mounted fans are allowed but we encourage them to be placed on the sides and back of the home.

## **MISCELLANEOUS**

To provide a neat, attractive and harmonious appearance throughout the neighborhood, all residents should adhere to the following guidelines:

- No awnings, shades or window boxes shall be attached to, or hung to used on the exterior of, any window or door of any house
- Outside clotheslines or other facilities for drying clothes are prohibited
- Firewood must be kept neatly stacked in the rear yard only, unless application for a variance is approved.

## **Important Phone Numbers**

Traffic Enforcement -- Officer Mason -- 770-499-4138  
Street Light not Working -- Cobb EMC -- 770-429-3432  
Street Signs Down -- Cobb DOT -- 770-528-3666  
Cobb County Police -- Precinct 5 -- 770-499-4185  
Cobb County Fire -- Station 13 -- 770-528-8300  
Cobb County -- Code Enforcement -- 770-528-2180

**The Essex Park Board of directors reserves the right to change fees, terms, and conditions on the above rules and regulations at their discretion.**