



September

Dear WHP,

It is hard to believe it is September 2020 already! We have gotten through the craziest summer in history! Our focus now is on our annual meeting and election, and we are looking forward to getting the show on the road. The important thing to keep in mind is that we are at a crossroad. The changes this Board has implemented during the 2019-2020 year have been in an effort to lean on professional guidance and service of our multi-million dollar entity. This Board's goal has been to preserve and protect WHP, based on professional advice received over the last several months. Our actions haven't been personal; they have been in an effort to **protect your investment**. The future of our Park is in your hands. As you know the Residency Court Case continues. WHP's very existence, as it stands is in the hands of the court, due to violations. **Please consider attending our Annual Meeting on 11/14/2020, at the Roland E Powel Convention Center in Ocean City from 10am-12pm.** You will have an opportunity to discuss reports of happenings in the past year. All candidates are invited to provide their vision and position on the Residency Compliance, in addition to other topics about which they feel passionate. You, the owners, should know what positions each has, specifically, because court decisions will require compliance on the part of our governing body.- We hope to record the meeting and post a link on the website for those who are unable to attend. Keep in mind that it is beneficial for the candidates to have professional skills matching need and the ability to communicate, when differences of opinion are present, to properly represent the membership. Documents need to be revised- Declarations, By-laws, Rules and Regulations,

Policies and Procedures need to be established, accountability of Board member involvement needs to be implemented. In order for us to persevere, we need CHANGE. This Board decided to consult with the attorney and to hire trained professionals, to help us to begin to recover our community. We are laying the foundation, and there is MUCH work to be done. If you respect this, please be sure you are aware of candidates, agendas, intentions, and history of involvement, history of resignation, personal agenda related to full-time residency, and willingness to collaborate with others-even when there is disagreement, prior to casting a vote. Even though the residency matter is in the hands of the court, the decision will likely require WHP cooperation and collaboration with Worcester County. This Board understands that in order to protect our voices and assets, is important for us to be sure that we elect folks willing to comply with the legal requirements set forth. If change is desired, it is important for our new BOD to be sure proper process is followed. This BOD will do its best to keep you informed, in the midst of this wild pandemic. *Please reach out to the Board through the website at whpca.org.* We are here with the intention is to serve you well and to protect your investment for years to come. Sincerely, Your WHP BOD





Manager's Corner

The end of the summer season is here and there have been a few changes and updates that have happened over the last year. I would like to briefly review some of them; August 2019, President Brian Fenstermacher, Vice President: Tom Molyneaux resigned from the BOD, Melissa Peters was unanimously elected by the BOD to serve as acting President; Norm Ross- Vice-President and Tim Mummert Secretary. September 2019- Ed Scheiner appointed by BOD vote to replace resigned member as Treasurer and Barb Price appointed to serve as mentor to the BOD. October the park introduced Baker and Associates as the accounting firm for all of WHP's accounting needs. December the park announced WHP would intervene in full-time group's litigation against Worcester County to advocate for WHP to maintain a voice regarding the residency declaration. In January 2020, there was an announcement that Ted the last Park Manager was to retire, so in February, Billie Jo, who was hired from Quality Staffing Services, took the reins at WHP as your new Park Manager. Fiscal year beginning April 1, the park fees were increased first time in 7 years from \$90 to \$104. On March 23, 2020 Hogan orders nonessential businesses to close and a stay at home order was issued because of a deadly virus that was and is still spreading throughout the nation. April, we signed a new contract with Best Aquatic Management to manage the pool (saving the Park over 10k from contract previous manager was able to negotiate). Also the meetings and elections had to be postponed due to State Covid shut down. May, we made the announcement to reopen parts of the park with Covid restrictions. June, an announcement was made that if you have a P.O Box you will have a rental fee and a deposit added

to your account due to costly maintenance to maintain the boxes that WHP has paid. In July, we were finally able to open the pool with *many* county and state restrictions. August, we hired a new security company. Barb Price submitted expired term letter to the BOD. September, the annual meeting was announced and the pool closed for the season. After communication with Barb and her making it clear that her commitment is over, the majority of the BOD agreed to recognize her as resigned, as this decision was necessary for purposes of renewing our insurance. So to narrow it all down, there have been many changes that WHP has made in the past year, new accounting procedures with a licensed and certified accountant, new staff in all departments of WHP, much needed increase in fees and many Covid restrictions. Just like many we were unable to hold any of our regular meetings or events here at WHP due to gathering restrictions that we are all still struggling with. It has been a very strenuous year for **all** of us. Hopefully in the upcoming months we have new faces on the BOD to be part of the change to keep this a great place to vacation.

Below are links for details:

Parks Informational events

<https://www.whpca.org/white-horse-park-community-updates.html>

Newsletters

<https://www.whpca.org/newsletters-.html>

Here is some history about our past management and BOD members. Here are some of the names over the past 10 years of managers and BOD.

Park Managers

2009-2014	Susan Naplachoski (Owner)
2014-2020	Ted Gajewski (Owner)
2020 to current	Billie Reynolds (Employment Agency)

Past BOD Members

<u>Years of term</u>	<u>BOD Role: Name</u>
<u>2015-2018</u>	President: Pat Health (resigned)
<u>2015-2018</u>	Vice President: Rich Zaworski
<u>2018-2019</u>	President: Brain Fenstgermacher (resigned)
<u>2019-2019</u>	Vice President: Tom Molyneaux (resigned)
<u>2019-to current</u>	President: Melissa Peters
<u>2019 to present</u>	Vice President: Norm Ross



Article V of our Bi-Laws Meetings of Members

Section 1. Any meeting of the members of the Association shall be held in Worcester County, in the State of Maryland, at such place therein as may be stated in the reasonable notice of such meeting, and shall be open to the members.

Section 2. The annual meeting of the Association shall be held on the last Saturday of June of each year, and shall provide an agenda that is open to any matter relating to the Association.

Section 3. A quorum at the annual meeting for the purpose of electing a board member(s) shall consist of twenty-five (25) percent of the total property owners (116 lots) eligible to vote in person or by Absentee Ballot. A quorum for all other business conducted during the annual meeting, requiring a vote of the membership, shall consist of fifteen (15) percent of the total property owners (70 lots) eligible to vote in person only.

Section 4. The Board may be required to call special meetings of the Association at any time in the manner herein provided. A special meeting may be called upon the written petition of a minimum of twenty (20) percent of the total property owners (93 lots) of the Association. Such petition shall set forth the purpose of the special meeting.

Section 5. A quorum for a special meeting shall consist of twenty (20) percent of the total property owners (93 lots) in person, and shall be members of the Association in good standing.

Section 6. Written notice of the place, date and hour of the meeting, and in the case of a special meeting, the purpose(s) for which the meeting is called, shall be delivered not less than thirty (30) days nor more than sixty (60) days before the date of the meeting, by mail, to each member entitled to vote at such meeting. The notice shall be deemed to have been delivered when deposited in the United States Postal Service, addressed to the member at his or her address as it appears on the records of the Association, with postage prepaid; or such notice may be published in any newspaper or publication printed under the auspices of the Association and distributed generally among the members of the Association. At a special meeting, no business shall be conducted except that stated in the notice of said meeting.

Article VI of our Bi-Laws The Board of Directors

Section 1. A Board of five (5) directors shall manage and control the affairs of this Association. By majority resolution, the Board may increase the number of directors to seven (7) who must be members in good standing.

The Board of Directors shall:

(a) designate banking institutions as depository for the Association's funds, and the officers and/or any employee authorized to make withdrawals there from, and to execute obligations on behalf of the Association.

Directors, officers and specified employees of the park must be indemnified, and that expense is to be paid by the Association;

(b) perform other acts, the authority for which has been granted herein by the Declaration or by law, including the borrowing of money for Association purposes. A resolution by the Board that the interests of the Association require the borrowing of money, shall be sufficient evidence for any person that the borrowing is for a proper corporate purpose. The Board may, with approval of ten (10) percent of the total property owners (47 lots), if it determines that the same shall be reasonably necessary, assign, pledge, mortgage or encumber any Association property as security for such borrowings, and they may pledge or assign future revenues of the Association as security therefore;

(c) enforce and cause the Association and its members to perform and to abide by provisions of the Declaration and these By-Laws;

(d) adopt and publish such rules and regulations relating to use of Association property, common area and facilities, and the personal conduct of the members and their guests, and to establish penalties for the infraction thereof, and sanctions for non-compliance therewith, as it may deem reasonably necessary for the best interest of the Association and its members;

(e) cause the Association to employ sufficient personnel to adequately perform the responsibilities of the Association;

(f) use *Robert's Rules of Order* and such other Rules of Order as a guide for the conduct of the meetings of the Association;

(g) have the authority to engage, or cause to be engaged, a managing agent for management services, for the operation and maintenance of the Association;

(h) elect the officers of the Association by a majority vote. It may establish committees of the Association and appoint the members thereof. It may assign to such committees such responsibilities and duties not inconsistent with the provisions of the Declarations, these By-Laws or with law as it may deem appropriate;

(i) in April of each year, adopt an operating budget, as required by and for the purposes set forth in the Declaration. Upon consideration of any other sources of income of the Association, establish and levy the annual assessment for the following year, in accordance with the Declaration. The Association's fiscal year will begin April 1st and continue through March 31st;

(j) hear appeals concerning the Environmental Control Committee's decision and exercise all powers conferred upon the Board or Association, without specification of the method of exercise, by the Declaration or by operation of law.

Section 2. Each director shall hold office for a term of three (3) years or until a successor is elected and qualifies.

Section 3. A director shall be at least twenty-one (21) years of age and must be a member of the Association in good standing.

Section 4. Any member in good standing may file a nomination, in writing, for director with the Board Secretary at least forty-five (45) days prior to the annual meeting.

(a) Election of directors shall be by majority vote, in person or by absentee ballot, at the annual meeting of the members, with each member entitled to vote as is set forth in Article III, Section 1, hereof. Each member may cast

the number of votes to which such member is entitled for each position to be filled on the Board. Cumulative voting shall not be permitted.

(b) If more than one (1) position is being voted on, the person(s) receiving the largest number of votes shall be elected to the vacancy(s) that occur in any given year and shall serve for three (3) years. If, prior to the notice of election, the Board of Directors, by resolution, shall have increased the number of directors to seven (7), as is provided in Article VI, Section 1, the individuals being elected will serve a period of time so that no less than two (2) and no more than three (3) directors are voted for in any given year.

Section 5. Every member shall be entitled to vote either in person or by absentee ballot. The absentee ballot shall be used for the purpose of casting a vote at the annual election. The vote allows the homeowner to retain control over the manner in which his or her vote is cast. This absentee ballot must be returned to the Secretary of the Association in the sealed envelope provided by the Association, and is not to be opened until the day of the general election by an authorized person(s). Any unsealed or tampered-with ballots will be considered null and void. After the election, the ballots will be sealed and filed with the Secretary of the Association. Ballots will be disposed of six (6) months after the Secretary certifies the results of the election, except that all ballots shall be retained during and/or pending legal action challenging the results of an election.

Section 6. The Board shall meet at such intervals, as it shall determine, from time to time after due notice to the membership. All meetings of the Board shall be open to the members of the Association. Under the provisions of the law, the Board may meet in closed session.

(a) Special meetings of the Board may be called by a majority of the Board and shall be held at such place as the call or notice of the meeting shall designate. Notice and the purpose of a special meeting may be given in writing, orally, or by electronic mail at least seven (7) days prior to the date of said special meeting, or the directors, in writing, or electronic mail, may waive notice.

(b) During a meeting at which the agenda is limited to specific topics, or at a special meeting, lot owner's comments may be limited to the topics listed on the meeting agenda.

Section 7. Unless prohibited by law, any action which may be taken at a meeting of the Board, may be taken without a meeting, if authorized in a written consent signed by all the directors who would be entitled to vote upon said action at a meeting, and filed with the Secretary of the Association.

Section 8. A majority of the directors shall constitute a quorum to transact business of the Board, and the act of the majority of the directors present at any meeting shall be deemed to be the act of the Board.

Section 9. If, for any reason, a vacancy shall exist on the Board, the person receiving the second highest number of votes at the previous annual meeting shall fill the remaining year of said director until the next annual meeting. That person may then run for the remainder of the term for the director's position he or she filled. If said appointed director declines the position and there is no other available candidate, then the Board has the authority to elect the candidate.

Section 10. Any director may be removed with just due cause at a regular or special meeting of the membership

duly called, by the affirmative vote of fifty-one (51) percent of the total membership (237 lots). A successor may then and there be elected by the membership to fill the vacancy thus created. Any director whose removal has been proposed by the Association shall be given an opportunity to be heard at the meeting. The term of any director who has an unreleased statement of lien recorded against his/her unit may be terminated by the Board and the remaining directors may elect his/her successor. The term of any director who is absent from three (3) consecutive regular meetings of the Board may be terminated by a majority vote of the remaining directors, and the remaining directors may elect his/her successor.

Section 11. Directors shall not be compensated for their official acts as directors except each director may be reimbursed for other costs associated with their duties as directors.

Article VII of our Bi-Laws The Officers of the Association

The officers of the Association shall be a President, one (1) or more Vice-Presidents, a Secretary, a Treasurer and such other officers and assistant officers as the Board from time to time may elect. Officers shall serve at the will of the Board. The same person, except for the President and the Secretary, may hold any two (2) or more offices.

Section 1. The President shall preside at all meetings of the Board and the membership, and shall see that orders and resolutions of the Board are carried out. He/she must have one (1) year experience as a Board member. He/she shall sign all contracts, leases, mortgages, deeds and other written obligations of the Association. He/she shall have all of the general powers and duties which are vested in the office of a non-profit corporation.

Section 2. The Vice-President shall take the place of the President and perform his/her duties whenever the President shall be absent or unable to act. If neither the President nor the Vice-President is able to act, the Board shall appoint some other member of the Board to do so on an interim basis. The Vice-President shall also perform such other duties as shall, from time to time, be assigned to him/her by the Board. In the event of two (2) Vice-Presidents, the Board shall establish the order in which they serve and their respective duties.

Section 3. The Secretary shall keep, or cause to be kept, the minutes of all meetings and proceedings of the Board and of the members; he/she shall have charge of the books and such other papers as the Board may direct; and he/she shall, in general, perform or cause to be performed, all the duties incidental to the office of Secretary, including counting the votes at meetings of the Board. He/she shall serve notice of the meetings of the Board and of the members, keep appropriate current records showing the members of the Association, together with their addresses, and keep the corporate seal of the Association and affix it on all papers requiring said seal. In the Secretary's absence, the President shall designate a person(s) to count such votes, or cause such votes to be counted.

Section 4. The Treasurer is the financial officer of the Association and shall keep, or cause to be kept by assignment of responsibility, a complete set of books showing the financial condition of the Association; a separate financial account for each member; have charge and custody of, and be responsible for, all funds of the Association; deposit, or cause to be deposited, all funds of the Association

in a local banking institution selected by the Board in the name of White Horse Park Community Association, Inc.; receive, or cause to be received, receipts for all funds due and payable to the Association; disburse, or cause to be dispersed, the funds of the Association in accordance with the instructions of the Board; give to the President, at the President's request, an account of the Treasurer's transactions and the financial condition of the Association; and perform, or cause to be performed, all other duties incident to the office or as prescribed by the Board.

Section 5. The election of officers shall take place at the first meeting of the Board following each annual meeting of the members.

Section 6. The Board shall elect the officers of this Association annually, and each shall hold office for one (1) year unless he or she shall resign sooner, or shall be removed, or otherwise disqualified to serve.

Section 7. The Board may remove any officer from office, with or without cause, by a majority vote of the Board. Any officer may resign at any time, giving written notice to the Board, the President or the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.



WHOSE JOB IS IT ANYWAY?



Positions on the Board of Directors and their responsibilities:

President:

- Presides over the meetings of the Board
- Shall see that orders and resolutions of the Board are carried out
- Must have 1 year experience as a Board member to be nominated to President
- Shall sign all contracts, leases, mortgages, deeds and other written obligations of the Association
- Shall have all of the general powers and duties, which are vested in the office of a non-profit corporation

Vice President:

- Shall take the place of the president and perform his/her duties whenever the President shall be absent or unable to act.

- Perform such other duties as shall, from time to time, be assigned to him/her by the Board

Secretary:

- Shall keep the minutes of all meetings and proceedings of the Board and of the members
- Shall have charge of the books and such other papers as the Board may direct
- Shall perform or cause to be performed, all duties incidental to the office of secretary including counting the votes at meetings of the Board.
- Shall serve notice of the meetings of the Board and of the members
- Keep appropriate current records showing members of the Association together with addresses
- Keep the corporate seal of the Association and affix it to all papers requiring the seal
- In the secretaries absent the President shall designate a person(s) to count such votes, or cause such votes to be counted.

Treasurer:

- Financial officer of the Association and shall keep by assignment of responsibility, a complete set of books showing the financial condition of the Association;
- Have charge and custody of and be responsible for all funds of the Association
- Perform such other duties as shall, from time to time, be assigned to him/her by the Board

Board Member:

- Sits on all meetings,
- Has a vote on the Board
- Perform such other duties as shall, from time to time, be assigned to him/her by the Board

Board of Director Meetings

- Held on a schedule TBD by the BOD of White Horse Park except annual owners meeting held 4th Sat in June



www.Whpca.org



OFFICE NEWS!!

BEGINNING **NOVEMBER 1ST**

WINTER OFFICE HOURS ARE AS FOLLOWS

MONDAY-FRIDAY 8AM 4PM

SATURDAY BY APPOINTMENT ONLY

Home Owner's End of Year Payment Schedule

HOA, Water & Cable Bills are not sent out; you must REMEMBER to send payment for each month before the 1st

DATE	DUES	WATER/SEWER	CABLE	TOTAL
<u>10/01/2020</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>
<u>11/01/2020</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>
<u>11/15/2020</u>	3rd qtr. ELECTRIC BILLING			
<u>12/01/2020</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>
<u>01/01/2021</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>
<u>02/01/2021</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>
<u>02/15/2021</u>	4th qtr. ELECTRIC BILLING			
<u>03/01/2021</u>	<u>\$104.00</u>	<u>\$46.00</u>	<u>\$25.00</u>	<u>\$175.00</u>

Remit payment to:

White Horse Park
c/o Farmers Bank of Willards
P.O Box 3624
Ocean City, Md. 21843



Crime Watch

If you see suspicious activities please report to the office or the guards

410-641-5102

Or call 911



WHP By-Law MEMORANDUM Effective: Sept. 20, 2004

TO: All White Horse Park Lot Owners

FROM: Board of Directors

RE: Compliance with Restrictive Covenants

Throughout the years since the creation of White Horse Park, certain improvements to campsites/lots have been made that do not comply with the restrictive covenants for one reason or another. The Board and the Environmental Control Committee have made a concerted effort to address violations obtain corrective action without burdening

owners with the expense. Nevertheless, the restrictive covenants must be obeyed.

When an owner intends to sell a campsite, that owner should contact the Park Manager to determine whether there are any violations on the campsite lot and, if so, whether those violations must be addressed prior to closing the sale of the lot.

The Board's policy is to require compliance with the restrictive covenants at the time of the sale/closing of a campsite lot if such compliance can be obtained at a relatively low cost. For instance, a shed or a deck that is within the setback area of a campsite/lot must be removed or relocated.

If you have any questions or concerns, please contact the Park Manager.



DUMPSTER USE

WHP By-Law Amendment

Re: Policy Letter 4-2000

August 1, 2000

It has come to our attention that the dumpsters have been used for dumping old furniture, air conditioners, grills, shingles, and other heavy types of debris. **The dumpster is to be used for household trash only.** The Association pays for trash removal by the ton and each delivery of a container. It doesn't take long to acquire a very heavy and costly load when these types of items are being thrown into the dumpster. The dumpster is provided by the park for your convenience.

If you are doing some minor construction work at your unit, you may use the dumpster to get rid of small materials; however, if you hire a contractor to do the work, you must inform the contractor that it is their responsibility to remove all debris, and that they are not to use the Association's dumpsters. **Make sure your contract states that the contractor will haul away all debris.** Please do ALL you can to help us keep our costs down.

There is **absolutely no dumping of hazardous materials** allowed in our dumpsters. This includes, but is not limited to, air conditioners, refrigerators/freezers, batteries, containers/drums, tires and any other form of hazardous material. Violators are subject to prosecution. Any hazardous material found in the dumpster could be denied entry into the landfill, and the Association will be responsible for removing the entire load at its expense. All hazardous materials must be taken to the local landfills for disposal. **There are several landfills in the local area for your use. The county's landfills are located at 9696 Mill Haven Road in Berlin, (located behind Stephen Decatur Middle School) phone (410-641-4910); Byrd Road in Pocomoke, phone (410-957-3044); and Timmons Street in Show Hill, phone (410-632-1786). Please utilize these landfills for items other than household trash.**

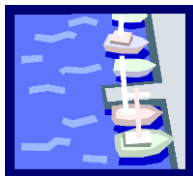


Lawn - Clippings/Sticks, Branches/Leaves etc.
 Please put your lawn debris in the rear area of the boat storage area. Do not put this type of lawn material in the dumpster, the park pays by weight



P.O Box Use

The Board recently determined that those using mailboxes will be invoiced \$67.00 per year. There will also be a one-time security deposit of \$125.00 charged (to cover re-key expenses or damage/maintenance). This one-time deposit will be returned to the mailbox user at the end of usage, when keys are returned to the office. If keys are not returned, or if the mailbox is in disrepair, the deposit will not be returned. If you currently have a mailbox, you have been invoiced for \$67 + \$125. If you no longer want to use your mailbox, please return your key. **If you choose no action, your lack of payment will be considered a delinquency.**

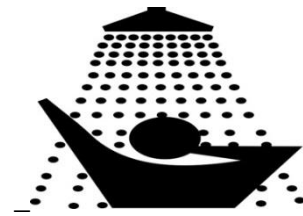


MARINA REMINDERS

Boat slip close November 1st

Owners desiring to be on the marina slip waiting list must submit a request in writing to WHP. The list of lot owners desiring a yearly (seasonal) marina slip will be posted on the bulletin board at the marina, on the WHP web site (whpca.org) and is also available at the office.

Owners who accept the offer of a slip prior to March 1st must remit full payment by April 1st. Owners who received and accept an offer of a slip after March 1st, must pay a \$100.00 deposit, **non-refundable**, to WHP office within 15 days of slip acceptance. The balance must be paid within 30 days of slip acceptance



Skip Jack Shower House & Laundry Room Announcement

The bath house and the laundry room on Skipjack will be closing as of Oct 1st to be winterized. You can still use the bath house and laundry on Seahawk Lane unit it is winterized the end of October



FURRY FRIENDS Please make sure for the safety of everyone to keep your dog leashed at all times when outside. Remember to pick up after your pet. We have doggie bags around the community for emergencies, but please try to remember to bring your own bags. **DO NOT PUT BAGS** inside the Bathhouse garbage cans (smelly!). **USE THE DUMPSTERS OR TAKE IT HOME AND PUT IT IN YOUR OWN TRASH CAN.**

Thank You



Tree Service

(m) **Removal of trees.** No trees over two (2) inches in diameter may be removed from any campsite without the approval of the Committee. No live trees or natural growth of any kind shall be removed or cleared within the setback areas of a campsite, except for normal and routine maintenance, without the approval of the Committee. It's that time again for tree service to assure our trees are safe within the park, please contact us and let us know if you want a tree removed from your lot and we can help you get a quote.



Note: Due to Coronavirus and the vulnerability of our community, there are NO BOD/Management approved social gatherings in the Park this off-season. If owners choose to gather, any and all liability falls on the host(s) and/or participants. If you feel vulnerable or feel folks are gathering in an irresponsible fashion, we suggest you contact the police department.



White Horse Park Off Season Suggestions:

Summer is OVER and the pool has closed as of September 7, 2020. This is not a time to leave the fun of our Park as there are still many enjoyable times to come in the off-season with Fall Colors of the Eastern Shore and the warm weather for beachcombing. In order to properly advise members/ owners of the off-season activities related to attention to their properties, below are for your consideration. It is time to prepare our places for the other seasons to come. There remains the possibility of action by Worcester County Zoning Commission while waiting for the resolution of the court case.

1. Turn Off Water Supply
2. Unhook hoses
3. Lower or turn off heat
4. Lower or turn off water heater
5. Call the Propane Supplier for fills or automatic filling routines.

6. Leave an Emergency Key at the office for use only by your contractors or by office persons only in the case of emergency actions e.g. Water leak,...
7. Winterize. For some that will not be using properties when old man winter visits this is a must to protect your water pipes.
8. Lock Sheds
9. Lot Numbering 3 ½ inches on all lot posted on the front of the house or building in clear sight.
10. Electric Meters. Clear all debris, shrubbery etc from this area for readings
11. Water Supply. Clear all debris, shrubbery etc from this area.
12. Clean up property of dead flowers, etc.
13. Bath Houses and Laundry to be CLOSED October 31 until April 1 following year.
14. Mailboxes should be cleared of mail as compliance requires not full-time residence.
15. Marina. All Boats and other marine type units shall be removed from the docks and secured in the Boat Yard (with stickers only and fees paid) by October 31.
16. Turn off all lights, shut down all ceiling fans, close all blinds and or curtains.....
17. Be sure to close and lock storm doors and inside doors.

WHITE HORSE PARK COMMUNITY ECC GUIDELINES

Updated 5/24/15

Pursuant to the Declarations of White Horse Park dated January 16, 1983, Article VII, Environmental Control Committee, paragraph 7.4; the ECC Guidelines have been revised and updated as follows:

ALL APPLICATIONS MUST FIRST BE PRESENTED TO THE COUNTY TO SEE IF PERMITS ARE NEEDED.

All Items Below Must Have E.C.C. Application

Average Lot Size = 40' x 50'

Setbacks – (standing in street facing lot)

Front – 10', Back – 5', Left – 7', Right 3'

Easement exceptions must be approved by both parties and registered with the County. You must provide office with all copies.

Unit Requirements

Average Park Model – 400 square feet Average
Florida Room – 10' x 35'
Maximum square footage of both units – 750
square feet
Maximum length – 35', Minimum length – 20'
Cottage – 34' x 22' – 748 square feet
Maximum Height – 17'

Sheds

Requires County Permit
Maximum size – 10' x 8'
Shed placement is not subject to rear or side
setbacks
Shed must be placed within property line and NOT
on White Horse Park's common ground
Shed should match the unit color and trim

Patios/Exposed Concrete/Asphalt Driveways or any Impervious Surface

Maximum size is to be determined by Worcester
County based on your lot size, location in the park and
the amount of existing impervious surface. **NOTE:**
County requirements for above improvements as well
as decks have changed. Most of WHP is located within
the Atlantic Coastal Bays Critical Area. Patios/Decks
and in some cases driveways in excess of 250 square
feet may require plantings of various trees and shrubs
and posting of a bond to guarantee the plantings. ECC
form, Permit and Waiver required in most cases. WHP
Staff or WHP Board of Directors can not advise as to
the need for a permit. You must contact Worcester
County for that information.

Ground Level Decks

Cannot put a permanent-type cover over a
ground level deck
Maximum height is 8"
Maximum height of handrail is 42" and may be
picket fence or capped on top and color
must conform to White Horse Park
standards.
Does not need to meet side or rear setbacks
Front set back waivers must be signed by
owners and may be obtained in the office.

Landings

Landings are located outside entrance – doors
or sliders
Maximum size – 4' x 6' (24 sq. ft) not
computed into total square footage
Not subject to setback requirements
May be covered by an awning
May have handrail 42" high that is capped on
top
May not be enclosed

Handicapped Ramps/Landings

May extend into front or rear setbacks
May be larger than 4' x 6' to accommodate
wheelchair turn

Tree Removal

Tree must be cut as close to ground level as
possible
**Stump must be ground to below ground
level**

Temporary Sun Shelter

Metal framed free-standing shelter must be
anchored
Must be canvas in nature
Must be color coordinated or neutral tan
Not to exceed 12' x 12'
Canvas tops must be removed in "off season"
May not be used for overnight sleeping

Tents

Not permitted on a subdivision
Declaration 3:1, Page 37 Environmental Control
Zoning Reg. 1-312(9)

Fencing

There will be no fencing allowed in WHP

Ornamental/Decorative/Cosmetic Enhancement

Cannot exceed 6' in height and 9' in length
Must be open or see-through such as lattice
Must remain within the boundaries of the
property
Cannot connect from one structure to another
May not be used to enclose a deck or patio
May be used to hide propane tanks
Color should conform to structure color and
must meet ECC and White Horse Park
standards.
All units must have a border around the unit to
prevent the grass cutters from damaging
skirting.

The ECC Committee will enforce White Horse Park
Committee Association Rules and Regulations
violations dated 04/2017, updated 2018 Homeowners
will receive notices of failure to comply and receive a
proper time frame for corrections.

Any owner, who intends to construct or place an
"improvement" on their lot, including any structure, must
comply with Section VII of the Declarations of
Restrictions of White Horse Park, which requires
submission of an ECC application and receiving written
approval of the application from the ECC committee.

Please note that these guidelines are in addition to any
County permits that may be required. An owner may
be required by Worcester County Code to make an
application for a building permit from Worcester County
Development, Review and Permitting.

ECC REMINDER – WHEN IN DOUBT, FILL IT OUT!!!

White Horse Park
11647 Beauchamp Rd. Unit1
Berlin, MD. 21811

