

Halifax Plantation Phases II & III Homeowners Association Inc.

Comprehensive Sign Policy

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OPEN HOUSE AND DIRECTIONAL Signs - All Sections

An Agency or Homeowner (the "Applicant") must submit a request for approval to have "Open House" and directional signs in the common areas of the community. Approval of signs is contingent on following these guidelines:

1. The Applicant must call or email the HOA at least three days prior to indicate what day(s) the open house will be conducted. This will help the HOA control the total number and location of signs displayed on any given day. If, in the sole judgment of the DRC, too many sign requests are received for a given day, the HOA may restrict the number of signs allocated to each requesting Applicant. All requesting Applicants shall receive permission for at least one sign.
2. Signs shall be put in place on the day of the open house and removed at the end of that day. Signs that are not removed at the end of the day may be confiscated by the HOA and held for a reasonable time at the HOA office for retrieval by the Applicant. Repeated violations of this requirement may result in denial of future permissions.
3. One Open House sign may be placed at each community entrance (except Roscommon) on the SECOND landscaped center island just inside the community boundary or on the common area across from that island, located halfway down that center island and not at the intersections. That sign shall not exceed 18 by 24 inches, may have **only** the Applicant name and agency logo, phone number and a house address which is printed professionally on a removable attachment or a hanging supplement. Signs may not have hand-written text or notes. Text must be in basic colors, with no fluorescent paint or color enhancements. An agency logo may be in color. A similar sign is permitted at the residence. Cardboard or foam signs, balloons or streamers are not permitted. See approved samples in the Regulation section of this document indicating the sign dimensions, backing, colors, etc. It is recommended that agencies submit to the HOA office in advance a sample of their proposed open house sign which complies with these regulations so that review will not be required with each request.
4. Given the predominant use of GPS devices, the HOA approved standard directional signs are limited to three signs placed neatly at strategic intersections specified by the DRC (when more than one sign is permitted – see paragraph 1, above). The HOA feels a maximum of three directional signs should be sufficient; however, if there is a special circumstance, the Applicant may petition the HOA for additional signage. These signs are no larger than 12 by 24 inches with a directional arrow, an address (optional) and the name of the Applicant (optional); house addresses may be inserted but must be printed professionally (not hand written), but sales agents names are not permitted (see samples). Text must use basic colors with no fluorescent paint or color enhancements. No balloons or streamers are permitted. For

ownership identification, the Applicant name should be hand-printed on the back of the sign (small print sufficient). Signage of all applicants will be uniform in appearance.

5. Signs should be mounted securely to look neat and to assure they will not blow away. Signs of competing agencies should be appropriately spaced apart to avoid a cluttered appearance.
6. With regard to open house signs on Old Dixie Highway, every Applicant will use a standard sign that has ONLY the directional arrow and the words OPEN HOUSE TODAY; two signs are permitted at each of the two main entrances, one facing each of the oncoming traffic lanes. The aforementioned interior signs on the islands will provide specific locations for the open houses.
7. Individual homeowners not using an agency must follow all open house and directional sign rules.

FOR SALE / FOR RENT Signs on Properties

General Rules Applying to All Sections of the Community

1. Signs will be no larger 18 by 24 inches, and be printed professionally to the HOA specifications attached. The Applicant name and/or logo or the words "BY OWNER", phone number and/or website may be on the sign below the sale or rental words. When an agency is the Applicant, a broker or salesperson name may be added but in a font smaller than the Agency name. Signs must have a white background, dark hunter green line border and information text in the dark hunter green color used on all Halifax Plantation signage. Balloons, streamers or any enhancement of the sign is not permitted. The sign mounting is a single post painted green.
2. Only one sign per house is permitted at the front, corner or side of the house and located a minimum of 10 feet from the curb and 5 feet from any sidewalk. If a property is on the Golf Course, no additional sign is permitted on the golf course.
3. Signs displayed by unit owners must adhere to the same specifications above, but the agency name may be replaced with "By Owner". To insure proper display of the signage, the Unit Owner should notify the HOA, and if applicable their sub association, prior to displaying any signage.
4. No directional signs are allowed at any time for this category of signage.
5. In no event shall these signs be placed on common areas or on golf course easements.
6. Non-conforming signs will be removed by the HOA and continued disregard or Rules may incur fines. For any signage not addressed by these DRC rules and regulations, the HOA must be contacted for prior review and approval prior to the placement of signage.

Specific Rules for all Townhomes (multi-unit) sections, Collinwood, Shadow Woods, Middlemore, Dunmore, Glinmore, Tramore and Scottsmoor

The HOA has always restricted signs in these Sections areas because the density of the housing and the tendency to have a number of units on the market at any given time. Multiple "For Sale" or "For

Rent” signs in a dense area would be unsightly and inconsistent with the image the HOA wants to present to prospective residents. Therefore, HOA policy prohibits signs on front lawn areas of these subdivisions. However, signs in the front porch area are permitted (as specified below) to notify the public that a home is for sale or rent without cluttering the street view (see Sample or email office for copy). **However, note that individual sub-associations may impose and publish additional restrictions if their Board of Administrators determines that it is in the best interest of that community. Residents and Agents should check with each sub-association as to the current additional restrictions which may apply in those neighborhoods.**

1. “For Sale” or “For Rent” signs will be permitted only if placed in a front window, or immediately in front of the unit on the front porch area (or if no porch area, within 3 feet of the garage structure of the home. The HOA and sub association should be informed when a sign is being installed.
2. Signs will be printed professionally according to the HOA specifications (see Sample or email office for copy). Only an agency name and/or logo, agent name and phone number, and website may be on the sign below the sale or rental words. Signs must have a white background, dark hunter green line border and information text in the dark hunter green color used on all Halifax Plantation signage. Balloons, streamers or any enhancement of the sign is not permitted.
3. Only one sign per residence is permitted.
4. Signs displayed by unit owners must adhere to the same specifications above, but the agency name may be replaced with “By Owner”. The Unit Owner must notify the HOA and sub-association (if applicable) prior to displaying the window sign.

Other Signage

Garage / Estate Sales

Garage and estate sales are not permitted anywhere in Halifax Plantation as of the publication of these rules. Therefore, no signs of this nature permitted.

Because of the strict rejection of garage sales, and the popular requests by residents for a means of disposing of household items, a limited number of Estate sales will be considered *on an experimental basis, for a limited time and with strict controls*. If the experimental approved estate sales prove to have no detrimental effects on the neighborhoods and overall community, the program will be considered for permanent extension by the HOA. The strict parameters for Estate Sales are as follows:

1. No signage is permitted anywhere in the community, except for a sign on the property where the sale is conducted. The sign is limited to the days of the sale with the words “Estate Sale” with smaller text indicating “Approved by Master HOA”.
2. The company conducting the sale (the “Agency”) must be pre-approved by the HOA, sign a document agreeing to the terms specified by the HOA.

3. The Agency shall provide sufficient staff to monitor and control parking by visitors so as not to disturb neighboring homes, block driveways or hinder street traffic.
4. Prior to the sale, the Agency shall inform neighboring homes that street parking will be occurring and the Agency will provide a cell phone number to the surrounding homeowners to call if there is a parking issue.
5. To control the volume of traffic, the Agency will indicate in their advertisement of the event that readers must call the company for an appointment schedule.
6. The company will prohibit purchasers from removing large items from the subject home; rather, it will provide for pickup of items or delivery of the items to the purchaser on a set day after the event.
7. Estate sale vendors who do not comply with the above conditions may not conduct such sales in the community. Should the experimental application of these rules prove to be a burden on the community in the judgement of the Board, then estate sales may be eliminated at any time.

Lawn Treatment Notices

Lawn spray companies are required by law to post small signs to indicate chemicals are recently applied. These signs shall be no larger than 8x12 inches and removed by the homeowner after the statutory requirement has expired. These notice signs shall not be a full display signage advertising the vendor.

Security Signs (Alarm Company Notices)

In accordance with Florida statutes, each house is permitted to have one company notification sign standard for that Alarm company (not to exceed 12x18 inches), in front of the home but not to exceed 5 feet from the building structure. A second sign is permitted on the golf course frontage not more than 5 feet from the structure if the home is on the golf course or on the rear frontage not more than 5 feet from the structure if the rear yard abuts a street. In addition, window stickers (not to exceed 5x18 inches) are permitted at various locations in the house.

Beware of Dog / Invisible Fence Signs

Unless required by local statute or mandated by a governing authority, beware of dog signs will not be approved for display at the front of a home. "Invisible fence" and the corresponding marker flags may be displayed during installation and for a reasonable period of time after installation so that passers-by will be informed that un-tethered dogs are restrained in some fashion by the invisible fence. To aid in the education of other residents about the fence, the homeowner must submit a DRC form detailing the installation date and the approximate date on which the signage will be removed.

Specialty Signs (Birthday, Pink flamingos, baby birth, marriage, return from military service, etc)

To allow residents the enjoyment of their home during special personal events, birthday signs and lawn notices such as the Florida tradition of pink flamingos will be permitted for three days: day before, day of and day after the birthday or special event. The office must be notified of these events so that calls from other residents can be properly handled.

Builder Signage/ Contractor Signage (for new construction or repairs)

Signs of this nature, except those required by statute, must be submitted to the DRC for approval of size and content. These signs must be located a minimum of 10 feet for the curb, may remain only as long as the contractor is active on the site, and must be removed no later than the day after the final Certificate of Occupancy is issued, the work permit expires or the contractor has left the site whichever first occurs.

Political Signs, Candidate Signs

No political or election signs are permitted in Halifax Plantation.

Questions regarding the implementation of these policies should be directed to the Design Review Committee (DRC) at 386-676-9600, ext. 320 or by email to pbodenrader@halifaxplantation.com. Residents, Real estate Agents and Contractors should check periodically with the HOA office to insure they have the most recent publication of the Rules and Regulations.