

SIGNS AND SIGN PLACEMENT POLICY AND PROCEDURE

(1) Yard and/or Garage Sale Signs and Procedure

(2) Realtor, Realty, Builder, Contractor, etc. Signs

1. Yard and/or Garage Sale Signs and Procedure

The Greenbrier Yard Sale Sign is the *only* approved sign to be used for yard and/or garage sales. All requests for the use of the Greenbrier Yard Sale Sign shall be through the Architectural Covenants Committee (ACC) by contacting the current ACC Chair and/or the current GPOA Liaison for the ACC.

Procedure for Yard and/or Garage Sales

Any request for the use of the approved Greenbrier Yard Sale Sign shall be made *in writing* and delivered to the current ACC Chair and/or the current GPOA Liaison for the ACC by no later than 7:00 p.m. *at least three (3) days prior* to the date of the scheduled yard and/or garage sale. (For example, if the scheduled yard and/or garage sale is scheduled to occur on a Saturday, the request needs to be delivered by no later than Wednesday prior to the scheduled yard and/or garage sale.)

Placement of Greenbrier Yard Sale Signs:

The ACC shall be responsible for recording the address(es) on the approved Greenbrier Yard Sale Signs. The approved Greenbrier Yard Sale Signs shall be placed at the Greenbrier Parkway entrance and the Greenbrier College Entrance by a member of the ACC by 5:00 p.m. on the evening prior to the scheduled yard and/or garage sale, and removed by a member of the ACC by 4:00 p.m. on the day of the scheduled yard and/or garage sale. The ACC shall be responsible for recording the address(es) on the approved Greenbrier Yard Sale Sign and providing it to the property owner for placement by the property owner on his/her property.

Disclaimer:

The signs are the property of the GPOA and the ACC has oversight of their distribution. The GPOA and the ACC assume no responsibility and/or liability as to the success and/or failure of the Yard/Garage Sale. The property owner assumes responsibility of the sign placed on his/her property as to any damage that may occur to it or out of its use when it is on their property, including loss or theft of the sign.

2. Realtor, Realty, Builder, Contractor etc. Signs

- All Realtor, Realty, Builder, Contractor, etc., signs shall be placed in the front of the property owner's home, in the center of the lot, at least six (6) feet back from the curb. Signs shall only be placed on the owner's property as stated above and limited to one (1) sign per lot.
- Signs **may not** be placed on the sides of the property, along Greenbrier Parkway or Clubhouse Drive at the College Entrance on any Greenbrier common grounds, on or around the park on Pine Valley Drive, or on or around any ponds, etc.
- All Realtor, Realty, Builder, Contractor, etc., signs shall be placed in a metal frame and shall be the type that can be installed by pushing the frame into the ground with one's foot.
- No sign shall be larger than 24" wide by 40" high in size. This shall include any and all signs with additional attachments such as brochures, sales pending, names, etc.
- Realtor and/or Realty "open house" signs shall be temporary and may be displayed under the following conditions: (A) a maximum of eight (8) hours or for the duration of the open house, whichever is shorter; (B) one (1) sign may be posted at each entrance to Greenbrier; (C) one (1) sign may be posted at the major intersection leading to the open house; and (D) one (1) sign may be posted as described above in front of the open house.
- Signs shall not be attached to trees.
- Builder and/or Contractor signs shall be displayed for the period of time that the Builder and/or Contractor is actually working on the site. If work is discontinued for longer than two (2) weeks, the sign must be removed.
- Signs must be removed promptly following the completion of the work for which approval was obtained through the GPOA and for which work the sign was posted.
- Any exception to the above guidelines must be submitted to the GPOA for approval. This shall include, but not be limited to Realtor, Realty, Builder, Contractor signs, etc.