

PATTERSON VILLAGE SQUARE CONDOMINIUMS

Sign Policy and Procedures

BE IT RESOLVED, that the Board of Directors has adopted a policy for all signs both permanent and temporary. Signs include but are not limited to the unit's main entrance sign, signs within the marquee, and any other signage such as, placards, billboards, sandwich boards, banners and the like. All owners, their tenants, and/or real estate agents are requested to follow the guidelines that have been established in accordance with the following procedures.

The Owners must submit Architectural plans for any type of temporary sign to the Board of Directors and have the submission approved prior to any installation. Approval of the Board of Directors is necessary prior to going before the City of Grand Junction and obtaining necessary permits. The plans approved by the Board of Directors must be approved by the appropriate department of the City of Grand Junction issuing permits for signs including temporary signs before the installation of the sign takes place.

1. Scope.

To adopt a procedure and policy to be followed by the membership and tenants of a unit when such owner or tenant are considering changes to existing sign, new sign installation, and/or the temporary use of signs of any kind.

2. Specifics.

All Signs:

No sign of any type shall be placed on or in any part of the common Elements (including, for example, on or in exterior window or door of any Unit), or where visible from the exterior of any Unit, without the prior written consent of the Association. The Association may deny this consent for any reason, including without limitation to promote consistency of the signage on the exterior of the Building or to promote a consistent or particular appearance of the Condominium Project as a whole. (See CC&Rs page 15, Section 26).

All Signs Must be submitted to the Association for approval of sign material, size, color, and design using the appropriate application.

It is the responsibility of the owner to contact and obtain any and all necessary permits from the City of Grand Junction prior to installation of any permanent and/or temporary sign.

The Association reserves the right to assess the unit owner for any damage caused by the installation and/or removal of signs.

Exterior Building Signs/Attached:

- 1) City of Grand Junction Sign Permits are required for all new sign installations.
- 2) Only licensed sign contractors shall obtain permits and install sign.
- 3) A copy of the approved city permit(s) must be provided to the Association.
- 4) Illumination of signs within the frame of the signage is allowed.
- 5) Unit signage is limited as follows:

- i) Maximum Height – the maximum height allowance on flush wall signs is thirty (30) inches
 - ii) Placement. Flush wall signs shall be located six (6) inches above the “pop out” located over the entrance door and shall be centered between the unit boundary lines.
 - iii) Removal & Repair. Any signage removed from the building must be removed in its entirety including the frame and attachment hardware. Any holes and damage to the stucco must be repaired and repainted by a licensed contractor. Any electrical wiring must be terminated by a licensed electrical contractor. Timers are to remain.
 - iv) Vacating without Removal. If the premise is vacated and the signage is not removed in its entirety, the current sign must be flipped, or a blank may be used in the frame. Lighting timers must be turned off.
- 6) Approval. Written approval by the Association may take up to 14 days. If approval is not received via US Mail or email, the request is considered denied.

Monument/Marquee Signs:

While it is the intent the size of signage be based on unit size, because the units can be combined to create larger units than originally designed and because units were inconsistently assigned by the declarant, providing signage on the marquee in proportion to unit size may not be achieved.

In an effort to realign the Marquee to better represent unit size, the Association has developed a Sign Allocation and Reallocation Guide to be used in conjunction with each new application for Marquee signage. Priority to locate to a larger sign will be based on the size of the unit when a spot incorrectly assigned become available.

We strongly urge members to take advantage of the larger space when the opportunity becomes available to do so.

Temporary Signs/Banners/Sandwich Boards:

The Board of Directors have adopted the policy that also follows the City of Grand Junction procedure to install wind driven signs or banners which are subject to the following conditions:

- 1) A special permit shall or may be required prior to installation of a wind driven sign from the City of Grand Junction in accordance with City Code. It is the responsibility of the owner/tenant of the Unit to provide written proof that a permit was pulled or is not needed for such temporary installation of any sign.
- 2) Banners or any wind driven sign cannot be displayed for longer than two weeks at any given time, unless the Board approves an extension in writing.
- 3) All Banners and wind driven signs must be secured to the building at all contact points. Any banners that are placed on the façade of any unit cannot be attached in any way that penetrates the stucco or building structure.
- 4) Any damage to the Association’s common elements caused by the installation and/or removal must be repaired by the unit owner.
- 5) All Banners must be professionally made and in good repair and must not pose a safety hazard for motorists or pedestrians.

- 6) Signs shall not be attached to any object located in a Public Right-of Way.
 - 7) No temporary sign of any kind may be attached to the main sign at the entrance or greenbelt area in front of Patterson Village Square as per City Code.
 - 8) The owner of the banner or wind driven sign must obtain the written permission of any unit owner if the sign is posted to the exterior of the building, such as on the side of a unit facing Patterson or other street and you are not the owner or tenant of the unit that the sign is to be posted on.
 - 9) If the sign/banner or wind driven sign becomes damaged or stained it is to be removed within 24 hours of you be notified of its deteriorated condition whether notified in writing or by telephone by either a Board member or the managing agent of the Association.
 - 10) Sandwich Boards, if approved by the Board of Directors, must not block the sidewalk as to impede foot traffic or block or cause to block visibility for drivers on the private streets within the Association.
 - 11) All petitions for hanging or placing any wind driven sign, banner or sandwich Board must be submitted to the Board of Directors c/o of the Managing Agent at least seven business days prior to the date you would like to install such signage.
 - 12) If written approval is not received either by U.S. Postal Service or by e-mail, the request is to be considered denied.
3. **Supplement to Law:** The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the City of Grand Junction.
 4. **Deviations:** The Board may deviate from the procedures set forth in this Resolution if in its sole discretion such deviation is reasonable under the circumstances.
 5. **Amendment:** The Board of Directors⁵² may amend this procedure from time to time as circumstances allow for change.

To Be Adopted – Currently Under Member Comment Period

**PATTERSON VILLAGE SQUARE MARQUEE
SIGN ALLOCATION REALLOCATION GUIDE**

Use update with each application

UNIT	sq ft	Top down on Marquee	Where Signs Should Be	Business	Where they go
1 & 2	6115	top 1,2	top 1,2	Prg Cnter	
3	2299	C	C	Bookcliff	
6	2022	C	C	Retina	
7	2035	C	C	Retina	
8	1346	B.5	B.5	Travel	Retina
9 / 19	1328 / 2014	B.5	C	Design (Ret)	Retina
26	1340	B.5	B.5	Adaptive	should only have 1/2 of b
26	1340	B.5	see note	Adaptive	Chiro / Pure Farmers
10	3398	A	A	Home Health	
22	2017	B	C	Atwood	Angelos / Pharmacy
11	2715	C	B	Angelos	Compass/Attwood/ Design
18	2016	C	C	G&A Part	
12	2296	C	C	Advanced Hearing	
25	1601	B.5	a.5	Taylor's	Chiro / Pure Farmers
14	1606	B.5	a .5	Long Point	Chiro / Pure Farmers
15	1332	B.5	B.5	All State	
16	1342	B.5	B.5	Comp Ambul	
24	3389	A	A	Appleton Dental	
17	2035	B	C	Compass Med	Angelos / Pharmacy
5	1608	C	b .5	Salon Panche	Compass/Attwood/ Design
23	2706	C	B	Pharmacy	Compass/Attwood/ Design
27	2292	C	C	Primary Care	
20	1341	A.5	b .5	Pure	Salon Pan/LongPt/Taylor's
13	1343	A.5	b .5	GV Chiroprac	Salon Pan/LongPt/Taylor's
21	1340	A.5	b .5	Farmers	Salon Pan/LongPt/Taylor's
4	1346	A.5	A.5	Vein	



PRIORITY OF MOVES BASED ON SIZE

IF Space B Becomes Available

- Angelos 1st option to move to Space B
- Pharmacy 2nd option to move to Space B

IF an Incorrect Space C Becomes Available

- Compass Medical 1st option to move to Space C
- Atwood 2nd option to move to Space C
- Design Center 3rd option to move to Sapce C

IF incorrect Space A.5 becomes Available

- Salon Panache 1st option to move
- Long Point 2nd option to move
- Taylor's 3rd option to move

ACKNOWLEDGEMENTS

By signing this document, I acknowledge the plans and designs proposed represent my intent. I agree to comply with any and all Patterson Village Square Condominium governing documents, policies, rules and regulations. I acknowledge any improvement which does not meet the requirements are subject to removal at my expense. I further acknowledge, I have checked with and received appropriate permits and the plans and specifications submitted to the Association comply in all respects with the applicable building and zoning regulations of the City of Grand Junction, and/or County of Mesa, CO.

Owner Signature: _____ Date: _____

Send Completed Form and Supporting Documentation to:

PATTERSON VILLAGE SQUARE CONDOMINIUM ASSOCIATION, INC.
PO BOX 2750
GRAND JUNCTION, CO 81502

You may also email submittals to info@cic-hoa.com. Because colors may not be accurately represented in electronic form, the Association may request physical color samples with email submissions.

BOARD REVIEW AND DISPOSITION

- Approved as submitted (date): _____ Approved w/ Conditions (date): _____
 Disapproved (date): _____

Comments and/or Conditions:

Board Member Signature: _____

Date: _____