

**BOARD RESOLUTION OF  
SHARPSTOWN CIVIC ASSOCIATION, INC.  
*Regarding Ratification of Signage Policy  
for the Purpose of Filing in the County Real Property Records***

**DATED: AUGUST 13, 2018**

**STATE OF TEXAS           §  
  §  
COUNTY OF HARRIS       §**

I, Margaret Mitchell, President of Sharpstown Civic Association, Inc. (the "Association"), do hereby certify that at a regular meeting of the Board of Directors of the Association, which was held on the 13<sup>th</sup> day of August, 2018, with a quorum present and remaining throughout, and being duly authorized to transact business, the following resolution for the ratification of the attached Supplemental Deed Policies for the purposes of filing in this County's Real Property Records, was duly made and approved.

WHEREAS, the Association is a Texas non-profit corporation governed by the Texas Property Code;

WHEREAS, the Signage Policy attached hereto as Exhibit "A", is hereby ratified for the purpose of filing in this County's Real Property Records;

IT IS, HEREBY, RESOLVED that the Board of Directors of the Association adopts this formal resolution for the purpose of filing the aforementioned documents in this County's Real Property Records.

Signed this the 13<sup>th</sup> day of August, 2018.

SHARPSTOWN CIVIC ASSOCIATION, INC.

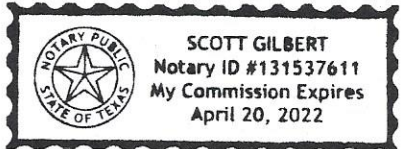
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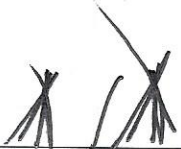
\_\_\_\_\_  
Margaret Mitchell, President

STATE OF TEXAS §  
  §  
COUNTY OF HARRIS §

ACKNOWLEDGEMENT

This instrument was acknowledged before me on this the 14<sup>th</sup> Day of August, 2018 by Margaret Mitchell, as a Director of Sharpstown Civic Association, Inc., on behalf of said Association.



  
\_\_\_\_\_  
Notary Public in and for the State of Texas

Return After filing to:

LAMBRIGHT ★ MCKEE  
2603 Augusta, Suite 1100  
Houston, TX 77057

**SHARPSTOWN CIVIC ASSOCIATION, INC.**

***Policies & Procedures for:  
Posting, Maintenance, and Removal of Signage***

**PURPOSE**

- 1.1 To define the Association's policy on the posting, maintenance and removal of signage in the subdivision.

**REFERENCES**

- 2.1 This policy relies on the following statutory regulations and filed documents:
- 2.1.1 Tex. Prop. Code §§ 202, 204, 209;
- 2.1.2 Restrictive Covenants for Sharpstown;
- 2.1.3 City of Houston code of Ordinances.

**DEFINITIONS**

- 3.1 All capitalized terms are defined as below, or else have the meanings as assigned in the Association's governing documents.
- 3.1.1 **ASSOCIATION:** Sharpstown Civic Association, Inc.;
- 3.1.2 **SIGN:** A publicly displayed message sized larger than four square feet (4 s.f.);
- 3.1.3 **PLACARD:** A publicly displayed message sized larger than two square feet (2 s.f.) but smaller than four square feet (4 s.f.);
- 3.1.4 **DECAL:** A publicly displayed message sized larger than 4"x4" but smaller than two square feet (2 s.f.);
- 3.1.5 **INSIGNIA:** A publicly displayed message sized 4"x4" or smaller;
- 3.1.6 **POLITICAL SIGNAGE:** Signage advertising a political candidate or ballot item for an election;
- 3.1.7 **PROPERTY ADDRESS DESIGNATOR:** Address number and street name that is posted at the property;

**SCOPE**

- 4.1 Applies to all owners and residents of deed restricted single-family residential use only properties within the boundaries of Sharpstown Civic Association, Inc. (hereinafter, "Sharpstown") per the map attached as Exhibit A (excluding areas S4 and E1), plus all other individuals, companies, associations, and similar entities desiring to post or maintain signage in the subdivision.
- 4.2 This policy does not regulate or limit signs, placards, decals or other information devices posted by the Association for purposes of providing notice of meetings or other events to Owners.

- 4.3 This policy does not regulate the posting of signs, placards, decals or other information devices posted on easements or property belonging to any business, government, public agency or public utility. Individuals are generally prohibited by law from posting on such properties.
- 4.4 This policy does not regulate or limit the use of flags or holiday decorations, including signage which may be used in those decorations.
- 4.5 This policy does not regulate or limit the non-commercial use of signs, placards or decals on vehicles.
- 4.6 This policy does not regulate or limit the use or display of insignia.

### POLICY

- 5.1 Sharpstown is a deed restricted, single-family residential area. Except as otherwise expressly permitted in this policy, no signs, placards or decals shall be used for commercial purposes.
- 5.2 All signs, placards, decals and property address designators must be kept in a neat and attractive condition.
- 5.3 **Signs:** Except as otherwise provided herein, no sign of any kind shall be displayed to the public view on any residential lot except one (1) sign of not more than five square feet advertising the property for sale or rent, or signs used by a builder to advertise the property during the construction and sales period.
  - 5.3.1 For sale signs, rent signs and builder signs must be removed within 10 days after closing on the sale, rental or leasing of property. Additional time must be requested in writing from the Association.
- 5.4 **Placards:** Maximum of three (3) per property. Placards or displays may not be posted for longer than six (6) months. Additional time or number of placards must be requested in writing from the Association.
  - 5.4.1 Placards advertising an event may be posted no earlier than seven (7) days before the event and must be removed within three (3) days after the event.
  - 5.4.2 Placards for services provided to the property may be posted no earlier than five (5) days before services are provided and must be removed within three (3) days after the services have been completed.
  - 5.4.3 Placards related to work of the Sharpstown Civic Association (e.g., yard of the month, Architectural Control Committee, etc.) shall be posted and removed per the Association's policies and procedures.
- 5.5 **Decals:** No more than one (1) decal per message with a maximum of three (3) total decals at the property, may be placed no farther than three feet (3') from the front building line of the main residence. Additional decals or changes to distances placed must be approved in writing by the Association.
- 5.6 **Political Signage:** Political signage is allowed, but only in strict conformity with Tex. Prop. Code § 202.009, *et. seq.*, a copy of which is attached as Exhibit "B".
  - 5.6.1 Political signage may not be displayed more than ninety (90) days prior to or ten (10) days after the date of the election to which the sign relates.



- 5.6.2 Political signage must be ground-mounted.
- 5.6.3 Residences are restricted to displaying one (1) sign for each candidate or ballot item.
- 5.6.4 No political sign may be installed or displayed which (1) contains roofing material, siding, paving materials, flora, one or more balloons or lights, or any other similar building, landscaping, or nonstandard decorative component; (2) is attached in any way to plant material, a traffic control device, a light, a trailer, or any other existing structure or object, including fences; (3) includes the painting of architectural surfaces; (4) threatens the public health or safety; (5) is larger than four feet by six feet; (6) violates a law; (7) contains language, graphics, or any display that would be offensive to the ordinary person; or (8) is accompanied by music or other sounds or by streamers or is otherwise distracting to motorists.
- 5.7 **Property Address Designators:** Residences are required to post and maintain residence address per City of Houston ordinances. No more than one (1) property address designator may be posted at a property, and may be no larger than two square feet (2 s.f.). Requests for alternate sizes or additional address designators must be requested in writing from the Association. Addresses painted on curbs are not regulated in this policy and are not a substitute for the City mandated address posting requirement (generally within 18" of the main entrance).

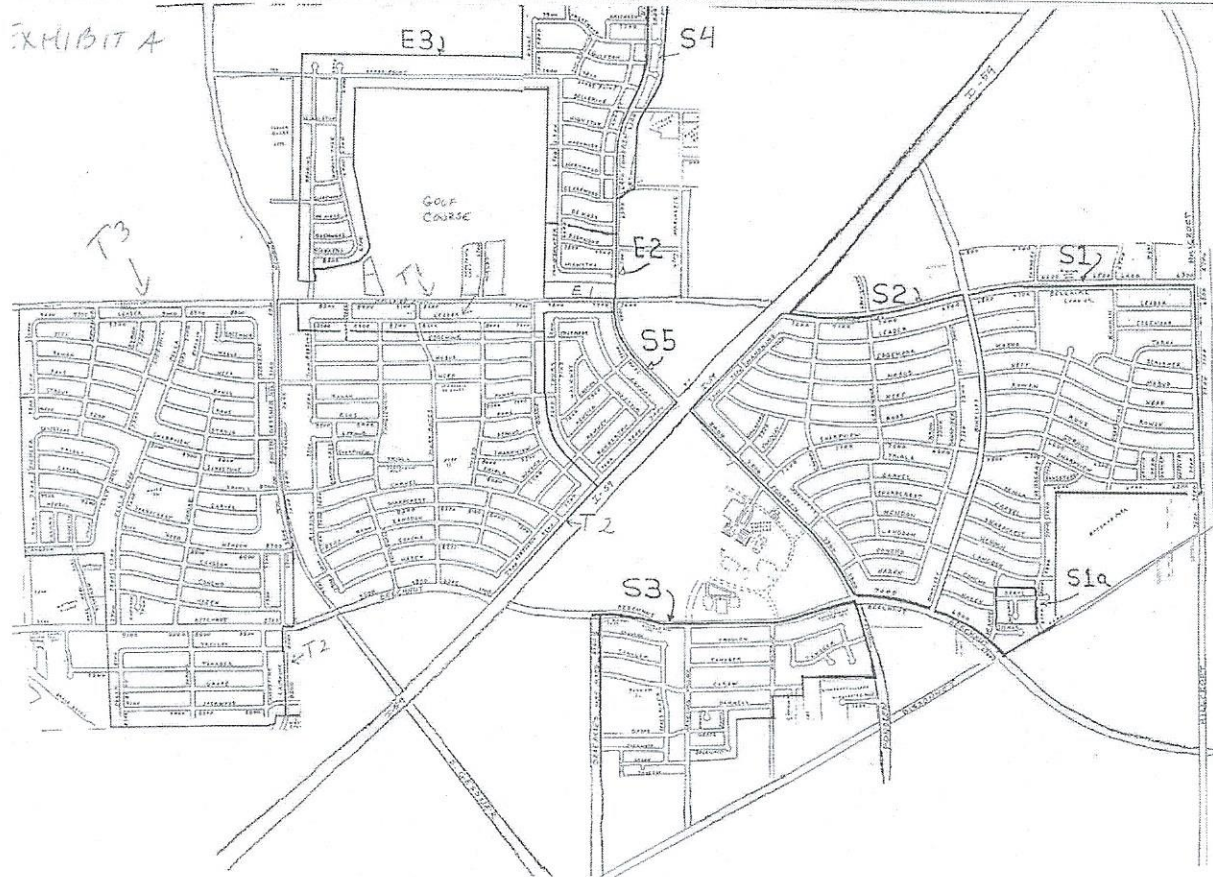
#### **PROCEDURES**

- 6.1 For circumstances where the Association's written approval is required in the preceding sections, the owner or resident shall submit a written request including the owner or resident's name, address, e-mail address, telephone number, date of request, and information applicable to the request (e.g., dimensions, posting location, quantity, duration, etc.). This shall be submitted to the Association office at least seven (7) calendar days before the proposed posting interval begins. The Association will consider the request and respond promptly in writing, stating the reason for rejecting any request which is rejected
- 6.2 If a violation appears to be occurring, investigation and enforcement will occur as per the Association's current policies and procedures.

#### **RESPONSIBILITIES**

- 7.1 The Association is responsible for the maintenance and application of these Policies, subject to review by the Board of the Association with advice of legal counsel.
- 7.2 The Association retains the right to change these policies at any time, as governed by the Association's bylaws and the relevant Deed Restrictions.

**EXHIBIT "A"**



**EXHIBIT "B"**

Sec. 202.009. REGULATION OF DISPLAY OF POLITICAL SIGNS.

- (a) Except as otherwise provided by this section, a property owners' association may not enforce or adopt a restrictive covenant that prohibits a property owner from displaying on the owner's property one or more signs advertising a political candidate or ballot item for an election:
  - (1) on or after the 90th day before the date of the election to which the sign relates; or
  - (2) before the 10th day after that election date.
- (b) This section does not prohibit the enforcement or adoption of a covenant that:
  - (1) requires a sign to be ground-mounted; or
  - (2) limits a property owner to displaying only one sign for each candidate or ballot item.
- (c) This section does not prohibit the enforcement or adoption of a covenant that prohibits a sign that:
  - (1) contains roofing material, siding, paving materials, flora, one or more balloons or lights, or any other similar building, landscaping, or nonstandard decorative component;
  - (2) is attached in any way to plant material, a traffic control device, a light, a trailer, a vehicle, or any other existing structure or object;
  - (3) includes the painting of architectural surfaces;
  - (4) threatens the public health or safety;
  - (5) is larger than four feet by six feet;
  - (6) violates a law;
  - (7) contains language, graphics, or any display that would be offensive to the ordinary person;  
or
  - (8) is accompanied by music or other sounds or by streamers or is otherwise distracting to motorists.
- (d) A property owners' association may remove a sign displayed in violation of a restrictive covenant permitted by this section.