

**Lighthouse Bay  
Architectural Review Board (ARB) Design Criteria  
“Open House” Signage**

**Authority:**

Article 7.18 of the Declarations of Covenants, Conditions and Restrictions of Lighthouse Bay states as follows:

**“No sign of any kind shall be displayed to public view on any Unit, condominium common area or Common area, except a sign identifying Lighthouse Bay individual condominiums within Lighthouse Bay, street or traffic control signs, except as approved by the ARB.**

**Specifications:**

- Material: Coroplastic in beige and turquoise colors to blend with surroundings of Lighthouse Bay.
- Dimensions: The flat portion of the sign shall be 24 inches wide by 18 inches high.
- Contents: The words **“Open House”** shall appear on both sides of the sign. The color of the words **“Open House”** shall be turquoise painted against a beige background.
- Attachment & Signage Mounting: The sign shall be attached to or mounted on a 24 inch high ½” corex black angel iron metal stand.

The sign may be purchased by individuals or by realtors through their local Realtors Associations.

**Approved: Harbour Club/Board of Directors**

Name Phyllis M. Sanchez Title BOARD PRESIDENT  
Date 5-6-2011

Attachments:  Yes  
 No

April 2011

# Lighthouse Bay



**18"x24" coropl., 2 sided w/ metal frame stand**

**LIGHTHOUSE BAY**  
**Approved Policy**  
**Revised on June 5, 2009**

**PROCEDURES AND RULES FOR LISTING AND SHOWING AGENTS**

1. The unit owner must inform the Harbour Club office that the unit is either for rent or for sale and must also provide the name of the listing agent, the agency affiliation and appropriate contact information. If the unit owner is serving as his/her own agent, the unit owner will be considered to be a listing/showing agent for the purposes of these procedures and rules.
2. The listing agent for a rental is responsible for contacting the Harbour Club office and securing information on the lease form or forms approved for use at Lighthouse Bay. No other lease forms will be accepted.
3. The selling or leasing agent of a unit in Lighthouse Bay has the responsibility of becoming familiar with the limitations imposed on a lessee or prospective owner by the various condominium documents, the Rules and Regulations of the Harbour Club and insuring that no conditions exist which would place the lessee or prospective owner in violation of the above documents.
4. No property may be shown before 9:00 a.m. or after 7:00 p.m.
5. A real estate agent will be admitted by gate security by showing his/her real estate agent business card with his/her picture. If the agent presents a business card without a picture then positive photo identification must be shown to the security guard. Gate security will record agent information in the Daily Log Book, including the agent's name and car license plate number and location visited if known. Gate security will keep and maintain all business cards of admitted real estate agents.
6. A showing agent may secure an appointment with the gate house through the listing agent for previewing or showing a unit, however, if the agent presents proper identification as outlined above, the agent will be admitted by gate security.
7. Open Houses must be previously scheduled with the Harbour Club office, and hours are limited to Saturday and Sunday between 1:00 p.m. and 4:00 p.m. Prospects will not be admitted prior to the arrival of the agent nor after the scheduled closing time.
8. No announcement or direction signs may be displayed within Lighthouse Bay except one of the approved "**Open House**" signs which may be

displayed at curbside at the walkway to the unit. This Harbour Club Board-approved "**Open House**" sign with its specifications developed by the Architectural Review Board is the only real estate sign that is permitted in Lighthouse Bay.

9. If the agent prepares a brochure in quantity, the security staff will give it to each prospect for that particular listed property.
10. Agents and prospective buyers or renters are guests of Lighthouse Bay and are expected to conduct themselves appropriately, e.g., obeying speed limits, observing parking restrictions and not creating a disturbance for the residents. If you are unsure of the rules, ask the security staff. Prospects may not make use of the amenities.
11. These rules and regulations will become effective immediately upon passage by the Harbour Club Board.

6/5/2009