

PRINCE WILLIAM COUNTY CENTER OWNERS ASSOCIATION

Signage and Exterior Maintenance Standards for Mixed Use Units

POLICY RESOLUTION NO. 22-03

I. GENERAL PROVISIONS

The purpose of these Standards is to supplement the Design and Maintenance Standards so that they address the mixed-use units in a manner which promotes an attractive and harmonious architectural appearance for the mixed-use units.

II. GUIDELINES PERTAINING TO LETTER SIGNS ON AWNINGS

A. Awnings

1. Each mixed-use unit owner must maintain the awning on the exterior of the front façade that came with the original construction of the unit. Owners may not alter or remove these awnings without the prior written approval of the Covenants Committee.
2. The owner must keep the awning in good condition, free from holes, tears, rips, frays, stains or other noticeable damage. Should the awning require repair which requires the owner to remove the awning for more than 24 hours, the owner must notify the Association in writing of the anticipated removal of the awning and provide the expected date the awning will be reinstalled.
3. If the awning becomes irreparably damaged and must be replaced in its entirety, the unit owner must submit an application to the Covenants Committee for the purpose of requesting approval before replacing the awning with any different type of awning; otherwise, the owner must use his best attempts to replace the awning with similar material, durability, size and color as the original awning.

B. Identification Names, Font Size, Color and Script Type

1. Owners may place identification names on the awning; however, all plans must be pre-approved by the Covenants Committee prior to display.
2. Identification names on awnings shall be limited to a display of the name of the retail business on the portion of the valance of the awning that hangs perpendicular to the street.
3. The lettering may be either printed, painted or sewn onto the awning. It must be centered justified on the valance in a manner which avoids a lopsided appearance. No signage may be printed, painted or placed on the part of the awning that is angled, rounded, or is on the side of the awning.

4. The color of all letters on the awning must be white in order to maintain harmony with the other awnings on the block. If the color of the awning is beige, the color of the letters may be black.
5. To the extent practicable, the height of all letters must be between 13 and 15 inches in height for awnings with a valance height of 17 inches and between 18 and 22 inches for awnings with a valance height of 24 inches. Letters shall be spaced in proportion to the lettering and font style used. Letters shall not be spaced too far apart or too close together.
6. All lettering must be located within the physical limits of the valance. No plaque, marquee, banner or hanging sign may be integrated with the awning, and no other signs may be displayed on the building façade or exterior walls of the unit, except as specified below.
7. The style of all lettering shall be one of the following six font styles, unless a logo or trademark is used. All logos and trademarks must receive pre-approval from the Covenants Committee prior to their display. The six acceptable font styles are: Times New Roman, Book Antiqua Garamond, *Monotype Corsiva*, Century Schoolbook, and Perpetua.

III. GUIDELINES PERTAINING TO IDENTIFICATION NAMES IN WINDOWS

- A. Owners may etch or print identification names of the retail business on the windows of the front façade and other pertinent information related to the bona fide business conducted; however, all plans must be pre-approved by the Covenants Committee prior to display.
- B. The etching or printing on the window may cover up to twenty-five percent (25%) of the window.
- C. Illuminated signs to be placed in windows will only be permitted upon the approval of the Covenants Committee and as may be appropriate and harmonious with the aesthetics of Prince William County Center; provided, however, that illuminated signs shall not cause a glare or nuisance beyond property lines and shall not contain any flashing, occulting, revolving or intermittent lighting.
- D. The identification name shall not be in any fluorescent paint colors.
- E. The style of all lettering shall be one of the six acceptable font styles set forth in Section II, Paragraph 7, unless a logo or trademark is used. All logos and trademarks must receive pre-approval from the Covenants Committee prior to their display.
- F. All lettering must be centered justified in the middle of the window with respect to height and length. The height and size of the lettering shall be proportional to the window and shall be aesthetically pleasing. Letters shall not be spaced too far apart or too close together.

IV. GUIDELINES PERTAINING TO DOORS

- A. No signage may be placed on any doors except for pre-printed lettering which states the hours of operation of the retail business.

V. GUIDELINES PERTAINING TO LIGHTING

A. Outdoor Lighting

1. No lighting may be placed anywhere on the front façade of the unit other than lighting sconces that came with the original construction.
2. Replacement of an exterior lighting sconce does not require approval as long as the fixture and color match that as originally installed. If a fixture or color is not available, the Covenants Committee may approve a similar alternative fixture and/or color. Exterior fixtures and colors have been selected and approved to present a uniform architectural theme for the community. Applications for exterior lighting should include wattage, height of light fixture above ground and a complete description of the light fixture and its proposed location.
3. The unit owner is required to make sure that all light bulbs are in good working condition and is required to replace any burnt-out light bulbs. Light bulbs must be a “white” incandescent light.

B. Indoor Lighting

1. Other than illuminated window displays approved by the Covenants Committee under Section III.C above, no lighted signs may be installed in any windows or within the unit in a manner designed to project to the exterior to cause a glare or a nuisance to nearby property owners.
2. Other than illuminated window displays approved by the Covenants Committee under Section III.C above, no flashing, moving, flickering or blinking illumination shall be emitted from the interior of the unit.

VI. GUIDELINES PERTAINING TO SIDEWALKS

- A. No signage shall be placed on the sidewalks or common areas throughout the community, with exceptions to be granted individually by the Board of Directors.

APPROVED:
PRINCE WILLIAM COUNTY CENTER OA
18 JULY 2022