

# PN Creekside Homeowner's Association, Inc.

## Quick Reference Guide

Dear PN Creekside Neighbor,

This guide is provided as a quick reference to help answer questions you may have as a PN Creekside HOA Member. It is meant to serve only as a guideline and does not cover all Association Rules & Regulations. A complete set of the Governing Documents for PN Creekside Homeowner's Association, Inc. can be found online at [www.pncreekside.com](http://www.pncreekside.com).

We have the good fortune to live in a beautiful coastal area. The preservation of our environment is of utmost importance to all of us. By being aware and considerate of our surroundings and those of our neighbors, we can help to ensure the continued harmony in this community. We look forward to seeing you at our Annual Meeting held in February as well as at other neighborhood functions during the year.

*PN Creekside HOA Board of Directors*

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| <b>PN Creekside Homeowner's Association</b>                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>PO Box 10324, Wilmington NC 28404</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Website</b><br><a href="http://www.pncreekside.com">www.pncreekside.com</a>                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>Central location for residents to find information about the Association, Governing Documents, Committees, etc. Certain information is password protected (ex: HOA Member Directory)</li> <li>For password, please contact the Board of Directors</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Governing Documents and Meeting Minutes</b>                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>All residents living in the PN Creekside HOA area automatically become members of the PN Creekside HOA and are subject to the governing documents of the Association</li> <li>Covenants, By-Laws and Architectural Control Committee (ACC) Standards are found online at <a href="http://www.pncreekside.com">www.pncreekside.com</a></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Annual Dues</b>                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Due date for dues is March 1<sup>st</sup>. The Board determines the dues in the 4<sup>th</sup> quarter of the previous year and sends out bills in late Jan or early Feb.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>PN Boat Ramp &amp; Picnic Area</b>                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>Access to waterfront properties is obtained through the Porters Neck Owners Association website below. See the Document center on the PN Creekside website for details.<br/><a href="https://www.portersneckhoa.com/home">https://www.portersneckhoa.com/home</a></li> <li>Report any lost or stolen car hangtags or boat ramp keys</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Compliance</b><br>Administered by the PN Creekside Board of Directors and the ACC<br><br>See <a href="#">Protective Covenants</a> and <a href="#">Design Criteria and Development Policy Standards</a> available at <a href="http://Pncreekside.com">Pncreekside.com</a> | <ul style="list-style-type: none"> <li><b>Architectural Control Committee (ACC) approval is required</b> before making any exterior modification to your property including but not limited to: CONSTRUCTION PROJECTS (including roofs) EXTERIOR COLOR and MATERIAL CHANGES, POOLS, LANDSCAPING PROJECTS of more than \$1500, LANDSCAPE LIGHTING, FENCES, SATELLITE DISHES</li> <li><b>Tree Removal</b> approval is required for trees more than 4 inches in diameter.</li> <li><b>Trash Receptacles</b> should be stored near the house and suitably screened from view of the street or other neighbors</li> <li><b>Property maintenance</b> is the responsibility of each property owner; lawns, flowerbeds, shrubs and trees should be well maintained, and yard waste and trimmings removed in a timely manner</li> </ul> |

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|                                                                  | <ul style="list-style-type: none"> <li>• <b>Fire pits</b> must be properly constructed and closely supervised – No bonfires or open fires are allowed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Post and Pickets, 111 W Denim Dr, Erwin, NC 28339 (919)-772-7170 | <ul style="list-style-type: none"> <li>• <b>Mailboxes</b> are to follow the approved design and be kept well maintained. Approved designs for support posts and house numbered paper boxes are available from Post and Pickets.</li> <li>• <b>New mailboxes</b> can be obtained from Post and Pickets or purchased at Lowes Home Improvement Center, size 11.7" W x 15" H and painted with Rust-Oleum Hunter Green</li> </ul>                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Pets/Animals</b>                                              | <ul style="list-style-type: none"> <li>• Dogs should be kept on leash when not on owner's property</li> <li>• Please pick up pet feces immediately and dispose of properly – <b>Do not allow your dog to use a neighbor's property or a common area</b></li> <li>• Do not allow your pet to bark continually and disturb the neighborhood</li> <li>• Farm animals such as chickens or goats are not allowed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Boats/Parking/Driving</b>                                     | <ul style="list-style-type: none"> <li>• Residents are not allowed to store recreational vehicles, boats, trailers or equipment on a PN Creekside HOA lot where it is visible from the road or a neighbor's house or entertainment area</li> <li>• Boat storage location and screening <b>must</b> be approved by the ACC</li> <li>• It is acceptable to park a boat or utility trailer on the property for a maximum of 72 hours use/maintenance</li> <li>• Boat storage is available inside the PN gates – Contact the PN Country Club for details (910) 686-8180</li> <li>• Please be considerate and respect all posted speed limits and STOP signs on Futch Creek Road and on our neighborhood streets</li> <li>• Always be vigilant of pedestrians, pets, bikers and wild animals!</li> </ul> |
| <b>Yard Sales</b>                                                | <ul style="list-style-type: none"> <li>• Yard Sales are allowed, but please be considerate and maintain traffic control by not blocking neighborhood/street circulation</li> <li>• Limit signage and remove immediately after event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>PN HOA Activities</b>                                         | <ul style="list-style-type: none"> <li>• Annual Meeting</li> <li>• Annual Picnic</li> <li>• Neighborhood Welcome Committee</li> <li>• Prior notice of activities emailed to each HOA member</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Area Security</b>                                             | <ul style="list-style-type: none"> <li>• If you see something suspicious, call a Board Member or 911</li> <li>• We must all work together to keep our neighborhood safe</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Emergency Preparedness</b>                                    | <ul style="list-style-type: none"> <li>• <a href="https://www.redcross.org/get-help/how-to-prepare-for-emergencies/survival-kit-supplies.html">https://www.redcross.org/get-help/how-to-prepare-for-emergencies/survival-kit-supplies.html</a></li> <li>• Contact a Board Member for more PN Creekside preparedness information</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Be a Volunteer for Your Community</b>                         | <ul style="list-style-type: none"> <li>• Consider running for the Board of Directors; elections are held at the Annual Meeting in February</li> <li>• Join an HOA Committee listed on the PN Creekside website</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Suggestions/Complaints</b>                                    | <ul style="list-style-type: none"> <li>• If you have a suggestion or complaint, contact a Board Member</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |