



**ANDERSON CREEK CLUB (ACC)
PROPERTY OWNERS ASSOCIATION (POA)
HANDBOOK
2011**

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Authority

The "Anderson Creek Club Covenants and Restrictions" dated 15 June 2001, provides the Developer's vision for Anderson Creek Club; articulates guidelines designed to ensure that that vision is attained; and establishes various managerial entities to administer the development of that vision. This document, "Anderson Creek Club (ACC) Property Owners Association (POA) Handbook" is a partial summary of the "set of rules and regulations" provided for in The Covenants (Article VI, Section I) and designed to assist property owners in their effort to understand their obligations as residents of ACC. This document does not in any way erode the prerogatives granted to the Developer by virtue of The Covenants or the "Architectural Control Committee Guidelines, Procedures, and Regulations" nor does it alter or empower the alteration of any of those documents or declarations.

Authority is also derived from various laws and regulations enacted by all levels of government. Of particular relevance are the following:

- 15 USC 8001 – Title XIV – Pool and Spa Safety
- North Carolina General Statutes - Chapter 47C – North Carolina Condominium Act
- North Carolina General Statutes - Chapter 47F – North Carolina Planned Community Act
- North Carolina General Statutes – Chapter 20 – Motor Vehicles
- 15A NCAC 18A – Public Swimming Pools
- Harnett County Zoning Ordinance – Article X. Planned Unit Development
- Harnett County Animal Control Ordinance
- Anderson Creek Club Covenants and Restrictions
- Anderson Creek Club Architectural Committee Guidelines, Procedures, and Regulations
- Links Crossing of Anderson Creek Covenants and Restrictions
- Villas of Anderson Creek Covenants and Restrictions
- Carriage Hills of Anderson Creek Covenants and Restrictions
- Carriage Square of Anderson Creek Covenants and Restrictions
- Carriage Links II of Anderson Creek Covenants and Restrictions

Please see the ACCPOA website for full wording of the above laws and regulations.

Handbook

This Handbook is an evolving document designed to facilitate the attainment of POA goals related to living in a safe, secure, and concerned community. Upon meeting the requirements for POA membership, members will be presented with a copy of this Handbook. This Handbook is subject to revision from time to time and residents/owners will be advised as to these changes; however, *all* ACC residents/owners and members are responsible for complying with all provisions of the Handbook and Covenants.

- **Changes:** Any POA member may submit suggested changes to improve this Handbook to the POA Advisory Council (AC) at any time. The POA AC will take appropriate actions and keep the submitter informed throughout the decision process.
- **Reporting Violations:** Reporting of violations to the POA Staff is the responsibility of all POA members. In addition, others with this responsibility include: the POA Manager; the POA Staff; the Property Development Manager and his staff; and the POA Advisory Council. Violations should be reported immediately, preferably in writing and signed by the person reporting, to the POA Manager and/or the Chairperson of the POA Advisory Council.

Enforcement

While individual POA Members exercising personal responsibility is the best and most preferred means for enforcing the ACC POA Handbook's rules and regulations, the POA has the *authority* to and will enforce *all* Handbook provisions. Violations of the rules and regulations may result in fines and/or suspension of POA services and facilities including loss of pool and other common area facilities and loss of cable TV and internet services. Should fines be imposed, the process will be in accordance with the laws of the State of North Carolina.¹

Application

This Handbook applies to all persons or groups entering the property. Questions or concerns should be referred to the POA Manager or member of the POA Staff at 910-814-2633, who will bring these to the attention of the appropriate office.

Definitions

- **Property Owners' Association (POA):** the POA is a not-for-profit corporation organized under the laws of the State of North Carolina. Membership includes every owner of property, including lots and condominiums. Renters are expected to follow all POA rules and regulations by virtue of the oral or written lease agreement with a property owner.
- **POA Staff:** Paid employees who manage the POA's interests and implement directives of the Board of Directors². The main areas of concern of the POA Staff are property maintenance, security, and enforcement of this Handbook.
- **POA Advisory Council (POA AC):** A group of volunteers composed of residents of Anderson Creek Club at least six (6) months of the year. The POA AC's main areas of concern are to: 1) Provide Owner-Occupant input to the Developer's decision making process; and, 2) Coordinate community enriching activities.
- **Guests:**
 - "*House Guests*" are bona fide overnight house guests of ACC residents. Overnight house guests need not be accompanied when using recreational and common areas, but must be registered with the POA office before doing so.
 - "*Daily Guests*" are invited or unexpected visitors of ACC residents. Daily Guests are not afforded unaccompanied use of ACC Common and Recreational Areas. They must be accompanied by ACC Residents.
 - "*Permanent Guests*" include family members, babysitters, etc. who require frequent access to the ACC resident's home. They must be registered with the POA Staff and/or Gatehouse security personnel.

Quiet Enjoyment

The intent of the concept of "quiet enjoyment" is to provide an environment that is conducive to maximizing the experience of living in ACC for all residents³. The objective is to minimize activities which may become a nuisance or annoyance to ACC Residents. Areas of special concern include:

¹ North Carolina General Statutes §47F-3-102 (12).

² North Carolina General Statutes §47F-3-102 (3).

³ ACC Covenants and Restrictions Article VI, Section 2.

- **Soliciting:** *Any and all door-to-door soliciting by any group at any time is prohibited.* Requests for fund raising events by organizations providing community services (i.e., Scouts, emergency responders; fire department; etc.) will be considered by the POA Advisory Council in coordination with the POA Manager on a case-by-case basis. Such events may be held at suitable common areas such as the clubhouse, the pavilion, the cabana or Patriot Hall and must not interfere with normal activities such as golf and swimming. Garage, yard, or moving sales are not permitted at any time within the community.
- **Construction:** All improvements including home construction, porch additions, fences, tree removal and landscaping must be approved by the Architectural Control Committee and completed in accordance with their guidelines and construction hours.
- **Yard and Lot Maintenance:** It is expected that all lawns and landscaping around completed dwellings will be properly groomed and maintained by the owner of the property, i.e., the entity listed as owner on the deed to the property. When, in the opinion of the POA Advisory Council, Architectural Control Committee, or POA Manager, lawns and landscaping are not properly maintained – to include basic care actions such as mowing and edging of lawns and weeding and trimming of shrubs, tree and flower beds – the POA will inform in writing or by electronic means the responsible resident/owner/POA member. It is expected that the situation will be corrected by the responsible person(s) within 72 working hours. If appropriate action is not taken within that time frame, the POA Management Team will contract the work and bill the cost to the responsible persons(s).
 - For those residents living in neighborhoods with included lawn service, refusal to use the lawn service provided by the neighborhood association does not equal the right to refuse to pay the full amount of dues for that neighborhood, nor does it mean that the owner is not responsible for keeping the lawn properly maintained⁴.
- **Parking:**
 - ACC residents are expected to inform guests and service providers of the Parking Rules and to help with their enforcement. Residents are responsible for guest violations.
 - During the normal business hours of operation at the Clubhouse, parking in the Clubhouse Circle is for the limited duration of 15 minutes, as stipulated on the sign. Parking in this circle by employees, contractors and/or builders is prohibited.
 - ***Except as noted below, parking is permitted only on hard (asphalt and concrete) surfaces.*** Care should be taken so as not to block streets, driveway access or damage any lawns or landscaping of the common areas (which includes roadside easements).
 - **Residents** are expected to park their vehicles in their driveways or on their property on paved surfaces approved under their landscaping plan submitted to the Architectural Control Committee. Resident parking on the grass in yards or on the grassy shoulders of the streets is not permitted. Parking in front of a neighbor's house or in their driveway without the neighbor's permission is not allowed.
 - **Guests and Visitors** should park in the host's driveway to the extent possible. In the case of larger social events, parking should be as close to the host's residence as possible. Parking in front of a neighbor's home is permitted only if prior coordination is done with the neighbor and the host is responsible for any damages. Guests and visitors of residents who live on cul-de-sacs and circles may park with two wheels on the grass of their host's property for short periods of time.

⁴ Carriage Square of Anderson Creek Club Covenants and Restrictions Article III, Section 2.; Carriage Hill of Anderson Creek Club Covenants and Restrictions, Article III, Section 2.; Carriage Links II of Anderson Creek Club Covenants and Restrictions Article III, Section 2.

- Resident and guest parking is permitted in the **common area parking lots** such as the golf course, pool and any future common area lots when those facilities are being used; however, overnight or long-term parking is not permitted in these areas. The only exception to this rule will be in instances when residents have too many overnight/long-term guests to be accommodated on their property. When this circumstance occurs, residents must coordinate with the POA office to make short-term arrangements for overnight parking in the clubhouse parking lot or picnic area parking lot. In such cases, vehicles and owners must be registered with the POA office by providing the license plate numbers of the vehicles to be parked in the common area lot.
 - **Oversized Vehicles** are not allowed to be parked in ACC residential or common areas.
 - Long-term parking of motor homes, boats, camping and utility trailers, etc. anywhere on the street or in driveways is not permitted, except when preparing the vehicle for use or for cleanup immediately after returning from a trip. (No more than 48 hours before and after the trip.)
 - Use of motor homes, RVs or camping trailers for living while parked on the street is prohibited.
 - For a fee that varies with space size, space for the storage and parking of oversized vehicles is available. Use of the limited space is on a "first come first served" basis and must be coordinated with the POA Staff. Fees will be added to the user's current POA monthly fee.
 - **Builders** are subject to the same parking rules as residents/owners discussed above, with the exception that they may park vehicles on the lot where construction/building is in progress. This exception is made to facilitate their work, keep congestion to a minimum and because when construction is completed they will landscape the area, to include sod/seeding.
 - **Enforcement: *Vehicles parked in violation of the foregoing may result in POA Members being fined or losing privileges. In addition, the vehicles are subject to being towed at the owner's expense.***
- **Pets⁵:**
 - **Number:** POA Members are required to limit the number of dogs kept as pets to three per household. Exceptions may be made upon written application to the POA Advisory Council.
 - **Pet Registry:** Pets must be registered with the POA. Please provide the name of the pet, type of animal, breed, color, weight, and if the pet is microchipped.
 - **Types:** Ownership of dogs viewed as particularly vicious and aggressive (i.e., Pit Bulls, Dobermans and Rottweiler's, etc.) on the Anderson Creek Club property is discouraged and should problems arise these animals will have to be removed from the property regardless of breed. Dangerous and/or exotic pets are not allowed on ACC property.
 - **Sanitation:** Residents and guests are responsible for controlling and cleaning up after all of their pets that are allowed outside. It is expected that when residents, guests or visitors are walking pets outside, pet droppings will be picked up by that person and brought back to their own property for disposal.
 - **Control:**
 - ***When walking dogs or letting them (or other pets) outside, leashing is required on Anderson Creek Club property.*** Electronic leashes are approved for use, however, voice control is not an option and all pets must be on a leash and accompanied by a responsible person when on streets, other lots, Anderson Creek Club common areas, or ACC property under development. Dogs are not

⁵ Please note that Anderson Creek Club adheres to all Harnett County Animal Control Ordinances but may go beyond them in some instances (i.e. requiring leashes).

allowed on the golf course under any circumstances. Dogs are not permitted in any clubhouse, Patriot Hall or The Inn, with the exception of service dogs.

- ***When on the owner's property there are two control options.*** First, if on a leash, pets must be accompanied by a person. Second, if not on a leash and accompanied, pets must be contained by a fence (solid or electronic) that will keep them on the owner's property. Masonry walls may, in rare and special cases, be approved by the Architectural Control Committee. Electronic fences may be installed on the homeowner's property and do not require prior approval.
- ***Chaining or tethering of unattended dogs is not permitted anywhere in Anderson Creek Club.***
- ***Barking:*** Occasionally, all dogs bark. Constant barking that disturbs neighbors or golfers is a violation of the "Quiet Enjoyment" concept. Barking must be controlled by pet owners. If related issues cannot be resolved in a neighborly way, they should be referred to the Anderson Creek Club POA Staff.
- ***Stray Animals:*** Be aware that unlike ACC the surrounding communities have no leash laws. POA members who see or encounter stray and/or unleashed animals should immediately make a report to the Harnett County Animal Control Office (910-814-2952). After calling the Harnett County officials, please notify the POA Security (910-286-6791).
- **Dog Park:** A dog park is available for walking/exercising dogs. When in this park, leash regulations do not apply; however, owner control is still expected. Clean up of pet waste is still required.

- **Signs:**

- The legal documents by which all property owners in Anderson Creek Club are bound include guidelines which restrict signage. No signage of any kind may be placed on any lot. For the purposes of the Covenants and this Handbook, this includes but is not limited to any and all "For Sale" or sales related signage whether in yards, windows, or any other parts of the property.⁶
- Per the Anderson Creek Club Architectural Control Committee Guidelines, procedures, and Regulations found on Page 16 of the Covenants and Restrictions: no marketing signs or tubes (for sale, for rent, for lease, etc.) are permitted on any Home site, in the windows of any home or structure, on any cabana, common property or any ACC right-of-way at any time unless placed under the direction of the Developer. No sign or banner of any kind is allowed unless approved by ACC before installation. ACC will approve builder signs and permit boxes. The purpose of these signs is to identify job sites and speculative construction. An ACC representative will remove signs from Home sites within 30 days of the completion of construction. No subcontractor signs are allowed. Builders and the Developer are specifically permitted to place signs at locations and of designs approved by ACC.
- Political signs are allowed 45 days prior to voting/election dates and 7 days after voting/election dates⁷. These signs must be of the commercial/campaign issue variety and not be larger than 18x24 inches. *Homemade signs, over-sized signs, etc. will be removed by the POA Staff and residents responsible for them will be subject to fines.*
- Holiday decorations add to the warmth and neighborliness of the community and are encouraged and welcome. In keeping with generally accepted customs, holiday decorations may be put up following Thanksgiving and must be taken down by the second weekend after the holiday.

Safe Use of Streets

⁶ Anderson Creek Club Covenants and Restrictions, Article V, Section 2 (amendment).

⁷ North Carolina General Statutes §47F-3-121

- **Mail Box/Street Lamp:**
 - Street lighting is necessary for security and safety. As a result, the Developer and the Architectural Control Committee have ensured that every house in ACC is equipped with a standard mail box/street lamp⁸.
 - **Owners are required to ensure that street lamps are operational.** To assist, the POA Staff will periodically check to see if street lamps are lit and will inform residents when they are not and will provide replacement bulbs. Homeowners are responsible for the street lamp being operational.
 - If a bulb replacement does not correct the problem, there are four other reasons the lamps may be inoperative: 1) a faulty "solar sensitive switch"; 2) an "on/off" switch has been erroneously installed and overrides the solar sensitive switch; 3) electrical problems in the system not related to the bulb/sensor/switch issues; 4) physical damage due to accident.
 - **Any problems other than light bulbs are the responsibility of the homeowner to correct.** The POA Staff will maintain information concerning where to find lamp posts and lamp post parts, sensor replacement, and suggested electricians.
 - **Street Lamp Issue Resolution Process:** If light is out, then
 - 1. Bulb is provided or replaced by the resident or POA Staff
 - 2. If still no light, the POA will inform the resident/owner by letter or electronic mail and let the owner know that the situation must be corrected within 15 working days at their expense.
 - 3. Resident/owner is responsible for repairs. Options are:
 - a. Contact the builder if home is still under warranty and settle the issue in a timely manner (15 working days).
 - b. Request that the POA contact a person who will replace the sensor at resident/owner expense (materials and labor) within 48 hours. The POA can assist with replacing the sensor, but there is no guarantee that this will correct the problem because there may be some other electrical issue.
 - c. If the sensor replacement does not fix the problem, the resident/owner contacts and electrician to make the necessary repairs (the POA Staff will provide the name of electrician upon request). Alternatively, the owner may request that the POA have the repairs made at the owner's expense. All repairs are at resident/owner expense and must be accomplished in a timely manner (15 working days).
- **Operation of Vehicles:** In the interest of safety and to avoid tragedy, POA Members and Residents, POA Staff; golf course staff, builders, contractors, sub-contractors and laborers are responsible for the safe operation of their vehicles on the property.
 - **Speed Limit: The ACC speed limit is 25 miles per hour (MPH). This rule applies to anyone and everyone operating a vehicle on ACC property.**
 - 1. The POA has a radar gun and it is used by the security guards to help enforce speed limits. Violators will be subject to the fining process.
 - 2. The POA has been notified that it is legal for the Harnett County Sheriff's Department to help us enforce our speed limit. From time to time, residents can expect that the Sheriff's Deputies will be on ACC property to enforce the speed limit.
- **Reflective and Protective Gear:** Children and adults use our streets for play, jogging and walking. Often these activities occur at dusk and during the hour of darkness – in too many cases

⁸ ACC Architectural Control Committee Guidelines, Procedures, and Regulations "Mailboxes" (p. 12).

without reflective gear. In the interests of safety, we request that residents and guests wear reflective clothing, belts, etc. and wear helmets and other appropriate protection when on bikes, skateboards, roller skates, etc.

- **Motorcycles:** By nature, these vehicles can be disruptive to “quiet enjoyment” and operators are expected to control the speed and noise of these vehicles when operating them on ACC streets. In addition, the operators of such vehicles on Anderson Creek club must have a valid driver’s license and adhere to use of safety equipment required by North Carolina state law⁹.
- **ATVs:** In accordance with the laws of the State of North Carolina¹⁰, the operation of ATVs is not allowed on the streets of Anderson Creek Club. In addition, the operation of ATVs and “dirt bikes” in the common and recreational areas and the undeveloped areas of ACC, including the south property, is prohibited in accordance with ACC Covenants and this Handbook.
- **Golf carts, small/mini motor scooters, etc.:** The NC statutes¹¹ that apply to vehicle operators also apply to operators of golf carts, small/mini motor scooters, etc. on *Anderson Creek Club property*. Simply stated, *all* operators of such vehicles must have an operator’s license valid under the laws of the State of NC. However, the licensing of such vehicles themselves is not required on the property. All vehicles operated after dark *must* have headlights and taillights. In the case of the operation of golf carts, small/mini motor scooters, etc. by children, the POA will assess fines and, to protect the children and to protect the POA from potential liability, confiscate such vehicles operated by children. The POA will attempt to ensure that the children are returned safely home, but the vehicles will be held by the POA until claimed by the parent.

Property Rules

- **“Dish” Antennas:** Some residents elect to have satellite dishes placed in their yards. These must be placed in areas that make them as unobtrusive as possible. For example, in the backyard behind the house, NOT in the front yard. Location of dishes must be approved by the POA.
- **Playground Equipment:** All playground equipment, including trampolines, shall be placed to the rear of the residence, within the approved building envelope, and only with approval of the ACC. Playground equipment such as a swing set or climbing apparatus shall be of high quality materials in the least obtrusive colors available. Brightly colored, molded plastic components are discouraged. The location, materials and color of any proposed outdoor play equipment are subject to ACC approval.
- **Basketball:** An application must be made for any proposed basketball goal and the proposed location must be specified on the site and landscaping plans. Some home sites are not suitable for basketball goals. Proper screening will be required for any basketball goal. The most attractive goals are the kinds that blend in with the landscape. Posts and fittings are to be a dark color and blend with the surrounding. The goal is to have a clear backboard with no bright colored lettering or logos. Nets are to be white. The Board at its discretion may approve or disapprove requests for basketball goals and is authorized to have violating goals removed.
- **Other Structures:** No permanent decorative objects such as sculptures, fountains, and the like shall be placed or installed on the building site without approval of the ACC. A flagpole for display

⁹ North Carolina General Statutes §20-140.4(a)(2)

¹⁰ North Carolina General Statutes §20-171.19(e)

¹¹ North Carolina General Statutes §20

of the American flag shall be permitted, subject to ACC approval of the size, placement, color, finish, and design. NO flagpole shall be used as an antenna.

- Accessory buildings of any kind, with the exception of cabanas, are prohibited.
- No clotheslines shall be allowed.
- All garbage containers, AC compressors, water softeners, buried oil/gas tanks, pool pump equipment, etc. shall be located in rear or side yards behind the setback line and shall be screened or walled from front streets and adjoining properties as required by the ACC. Indoor or underground locations are to be used when possible.
- Tennis courts are not permitted on any home site.

Common and Recreational Areas

The ACC Developer, Board of Directors and the POA assume no responsibility for any accident, injury or death occurring on any of the recreational and/or Common Areas of the Anderson Creek Club property.

The common and recreational areas are for the *exclusive* use of POA members, residents, tenants, family members living in the ACC residence, overnight guests and daily guests, all of whom are expected to "live within the rules" for the safety and enjoyment of all. POA dues must be current for members to use common and recreational areas. Use of facilities by tenants is granted with the permission of the property owner.

It is recognized that some events will include a limited number of event-only outside guests. However, it is expected that the majority of event attendees will always be POA members, residents, family members living the ACC residence, and overnight guests.

Using the common and recreational areas to dispose of any building materials or by-products of yard maintenance (leaves, grass cuttings, branches, saplings, etc.) is prohibited and violators will be fined.

Ditches are the responsibility of the homeowner. Maintenance of drainage ditches in front of or around homes is the responsibility of the homeowner.

- **Responsibilities:**

- **Financial:** Members and residents will be held financially responsible for damages to any Common Area and/or recreational amenity or equipment caused by them or their family members living in the ACC residence, overnight guests, daily guests, and event guests. Persons causing damage to any amenity or common area will be assessed an amount equal to the cost of repairing the damage.
- **Sanitation:** Trash containers are available at the pool, tennis courts, picnic areas and other selected parks/activity areas. Please use them. Parents and other caregivers of small children should dispose of soiled diapers on their own property. Pet owners are expected to pick up pet waste and dispose of it on their own property or in the receptacles provided at the canine club and recreation complex.

- **Recreational Facilities:** It is expected that the majority of recreational facility users will always be POA members, residents, family members living the ACC residence, and overnight guests of POA members. The use of these facilities is always at the user's risk.

- **Swimming Pool, Hot Tub and Pool Area Amenities:**

- **Safety: No lifeguard is on duty.** Use of the pool, hot tub and pool area facilities are at the users' own risk. This poses a safety risk for unattended children. Parents are responsible for instructing their children concerning this hazard and supervising their behavior accordingly. No children under the age of fourteen are permitted in the pool without adult supervision.

- **Pool Hours:**
 - The main ACC pool is closed for cleaning from 7:00 to 9:00 am, daily. During this time, the "Pool Closed" sign will be displayed on the pool gate. Residents are asked to honor the "Pool Closed" sign, since cleaning is not possible when the pool is in use. Cleaning times for pools at Fairway Pointe, Links Crossing, the ACC Inn and any future pools will vary, but will be coordinated with the neighborhoods involved.
 - From time to time, the pool may be closed by the POA Manager for reasons of health and/or maintenance. For such closures, as much advance notice as the situation permits will be given and *all members and residents are expected to comply with these pool closures.*
- **Pool Usage:** The pool is a community amenity that is used by most if not all of our residents; therefore, it must be available to all residents at all times. Accordingly the pool and pool area inside the fence may NOT be reserved for private parties or used for any event that will cause any resident to feel "crowded out" or otherwise uncomfortable. To ensure the pool is open and available for use by all residents, NO MORE THAN SIX (6) GUESTS PER HOME SHALL BE PERMITTED AND MUST BE ACCOMPANIED BY THE HOMEOWNER WHO IS THEIR HOST. You may be requested to show your pool pass at any time as proof of residency.
- **Pool, Hot Tub, and Pool Area Rules:** Rules are posted in the pool area. Compliance is required. Members are encouraged to report inappropriate or unsafe behavior (to include unauthorized use of the pool) to the security staff using the phone in the pool area. Some of these rules are:
 - No glass containers or glass bottles are allowed inside the pool area. Beverages are permitted in the pool area itself, but not in glass bottles or containers.
 - For their own safety, children under the age of 14 years should not use the spa.
 - Food is permitted **only** at the tables in the covered area of the pool house only for children and infants as may reasonably be required. Picnic areas/tables are available outside of the pool area.
 - No smoking is permitted in the pool area.
 - Users are expected to clean up the area before leaving.
 - Skateboards, in-line skates, scooters, bicycles, etc. are not permitted inside the fenced pool area.
 - No pets are permitted inside the pool gate. Pets may not be left leashed and unattended outside the pool gate. The rules described under control of pets above apply in the pool area.
 - Abusive and/or profane language or gestures are prohibited and will not be tolerated. Violators will immediately lose their pool privileges.
 - Radios and CD players are allowed, however, excessive volume and/or music with lyrics that use offensive language are not allowed.
 - Infants must wear "swimmies" in the pool. Any "accident" will close the pool until the "accident" is removed from the pool (by the parent/responsible adult) and proper sanitary conditions of the water can be restored by the filtration system (a minimum of 20 minutes).
 - DO NOT prop the gate open. We are not allowed to leave the entry gate open and/or unattended for any reason or for any amount of time per Harnett County Pool regulations.
 - After 10:00 pm, residents using the pool are asked to keep noise down as a courtesy to other residents living in close proximity.
 - Residents are encouraged to report violations of pool rules and/or unsafe behavior to the POA Staff.
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- **Tennis Courts:** The tennis courts are for playing tennis. Skateboards, scooters, in-line skates and remotely operated toys (cars, trucks, etc.) may not be used on the tennis courts.
- **Pavilion and Cabana:**
 - **Hours:** The Pavilion and the Cabana are open daily at 9:00 am, except for periodic cleaning and maintenance. Both areas close at 10:00 pm every night and all activities and gatherings must end at that time.
 - **Usage:** The Pavilion and Cabana are community amenities that are used by most, if not all, or our residents from time to time. Both areas may be reserved for private parties when properly coordinated with the POA Staff. If residents want to have a private party at either location, they must complete a request form at the POA office as well as read and sign a usage agreement. Only then will the event be put on the POA calendar and coordinated with other activities. Please see the POA Manager for a full list of facility reservation rules, procedures, costs, and forms.
- **Canoes and Paddle Boats:** Canoes and paddle boats are kept under lock and key for security and safety reasons and are not to be operated by unaccompanied children under the age of **16**. Life vests are required when using canoes and paddle boats. Keys for the locks and life jackets are available at the main Gatehouse and must be signed for by a resident and returned when the activity is completed. An extra word of caution: canoes are especially dangerous for non-swimmers as they tip over easily.
- **Equipment:** Equipment for activities such as basketball, soccer, quoits, horseshoes, volleyball, etc. is available at the main Gatehouse. It must be signed for and returned there. You must be 16 or older and identification will be required to sign for the equipment.
- **Patriot Hall:** Patriot Hall A is available every day for reservation for special events. For larger events, Patriot Hall A and B are available when side B is not in use by Wonder Years. Contact the POA for scheduling and pricing.
- **Use of the Clubhouse:** The clubhouse is a multipurpose facility. It houses the great room, library, exercise room, the sales and marketing business offices, the pro shop and the Bar & Grill.
 - The pro shop and the Bar & Grill are open to the public between 7:00 am and 7:00 pm, Sunday through Saturday. During these times, or other times when the Bar & Grill is open for special events, individuals (ACC visitors, golf course visitors, residents or guests of residents) may not bring food or drink into the clubhouse.
 - The Bar & Grill is available to cater private parties. Contact the Bar & Grill Manager at 910-814-2633 x245 for more information.
 - Except for formal events such as weddings, no private party or special event will keep members from using the clubhouse.
 - The clubhouse will not be reserved on any Thursday or Friday night for any private event due to standing events scheduled each week on those days.
 - POA Members may reserve the clubhouse after normal operation hours for special events by contacting the POA Manager for scheduling and facility rental forms. The library may be rented at various times – please contact the POA Manager for details.
 - The Fairway Pointe Clubhouse is available for reservations by contacting the POA Manager. The Fairway Pointe or Links Crossing pools cannot be reserved for private functions.
- **Recreational Amenities of Limited Capacity:** All ACC amenities are primarily for the use of residents and guests. Some such as basketball, go-quet, shuffleboard, bocce ball, volleyball, the spa, paddleboats, etc. can only handle a limited number of people. Residents are requested to

limit the number of guests they allow to use these so that other residents can also use them. For exceptions, call the POA Staff.

- **The Golf Course is not a common area or a recreational area for use by POA members or residents.** The golf course is for golf course members and daily fee golfers. It is managed by the owners/operators of the golf course, not the POA.
- **The golf course is not open for the use of POA members or other residents or their guests for jogging, walking, recreational touring in golf carts, etc.**
- **Fishing:** As a resident you are welcome to fish in many of the ponds at Anderson Creek Club. The POA has built fishing docks in Falling Water Park and on the lake on Micah's next to the #2 golf hole tee box. You may fish from other areas but there are certain property owner rights and golf course rules that you must observe:
 - **No fishing is permitted from private property.** Lots, whether they have homes on them or not, are still private property and are not authorized fishing spots.
 - There is common area around the lakes/ponds in Falling Water Park. The park has two entry points where you may enter to fish, one on Anderson Creek Drive and one on Skipping Water Drive. You are permitted to fish from this common area.
 - **Fishing the lakes/ponds on the golf course is not permitted.** The ponds on #4, #11, #13, and #15 are completely surrounded by the golf course or private property and therefore are not open for resident fishing.
 - In all cases, we ask that you clean up any waste that you may create while fishing.

Hazardous Activities

Activities such as the use of firearms (including shotguns), paint ball games, air soft guns, BB or pellet guns, and archery are considered too dangerous and are not permitted on the ACC property. Violations should be immediately reported to the POA Staff. As an exception, the POA Staff has the authority to shoot dangerous snakes in a safe manner and will do so from time to time. Fireworks are not to be used except for community-sponsored events approved in advance by the POA Advisory Council. In the case of the latter, the POA Staff will ensure that fire protection and safety means are readily available.

The development will have certain areas of construction work for roads, utilities, and homes. Members are not allowed to enter or allow others under their control to enter areas where these activities are taking place.

Security

The POA employs security personnel to staff our front gate from approximately 7:00 am to 7:00 pm daily. In addition the POA employs an armed night security guard to patrol ACC on a random basis, during the hours of darkness. The night guard is empowered to enforce the provisions of this Handbook, in cooperation with the POA Manager.

- Please note that law enforcement is up to the Harnett County Sheriff (910-814-9111).
- **If you have a medical emergency, always call 911 – immediately.** DO NOT waste time calling the POA Security Staff in cases of medical emergency.
- **If you see or have a fire, always call 911 – immediately.** Only then call the POA Security Staff.
- If you see a crime in progress (burglary, assault, vandalism, etc.) call 911 first, then inform the POA Security Staff by calling 910-286-6791.

- POA Security Phone: The purpose of the POA Security Phone is to allow residents to reach a POA Security Representative 24 hours a day, 7 days per week. The Anderson Creek Club Security Phone processes are as follows:
 - **THE POA Security Phone number is 910-286-6791.** This phone is located and monitored at the Gatehouse from 7:00 am until 7:00 pm seven (7) days per week and between 7:00 pm and 7:00 am is monitored by our armed security guard when he/she is on duty or by a POA Staff member when he/she is not.
 - **If you see suspicious activity or have safety/security concerns and feel the need for help, call the POA Security Phone at 910-286-6791; or the POA Staff (910-814-2633).** The POA Security Rep will respond.

Please note: If you have problems concerning services and/or other household problems (i.e., electricity, water, phone, TV, air conditioners, etc.) call the service provider. These are neither security issues nor areas of POA influence.

The table below provides the key security related phone numbers available to Anderson Creek Club residents:

Security Related Phone Numbers		
Who	Phone Number	Hours of Operation
Emergency	911	24/7
Sheriff	910-814-9111	24/7
ACC Gate House	910-814-2376	7:00 am to 7:00 pm, daily
ACC POA Office	910-814-2633	9:00 am to 5:00 pm, M – F
ACC POA Security	910-286-6791	24/7

Gate Procedures:

- **Residents/Owners:**
 - Residents and property owners are furnished with a bar code decal which will open the right hand lane of the front gate entrance. It would be appreciated if that means of entry were used whenever possible.
 - Residents/Owners also have the option of using their personal code to open the left hand lane of the front gate entrance. Please do not compromise your personal codes by giving them to service providers, vendors, friends, children’s friends, etc.
 - Tenants must furnish a copy of their lease to the POA to receive car decals and entry codes. Use privileges shall terminate at the end of the lease. Tenants are responsible to notify the POA of lease extensions to keep gate access current.
- **Non Residents/Visitors:** There are four (4) types of dated gate passes in use for non-residents and visitors.
 - **Real Estate Visitor** – Dated for the day or duration of visit.
 - **Resident Guests/Visitors** – Dated for day or duration of visit.
 - **Daily visitor.** Resident informs Gatehouse to expect their visitor and the visitor is placed on the daily guest list. The pre-authorized guest will be issued a daily pass when they arrive. If the resident has NOT notified the Gatehouse and the guest arrives, the gate guard calls the resident and verifies the guest with the resident. If the resident approves the visitor, the guard signs the guest in, issues a pass, and gives directions if necessary. **If the gate guard cannot reach the resident, the guard will not let the visitor in the gate.**
 - **Overnight Guests.** Residents provide the Gatehouse guards with the name, address, and phone numbers of overnight guests. Residents can sign for and

pick up passes at the Gatehouse ahead of time or the guest can pick up the pass when he/she signs in. When residents have given the gate prior notification concerning overnight guests, the resident does not need to be home when the guests arrive.

- **Daily Permanent Visitors.** Residents provide the Gatehouse guards with the name, address, and phone number of persons who visit frequently and are allowed to visit the resident's home, even when the resident is not there. When they arrive at the gate, the guard will verify that they are on the permanent guest list, issue a pass and allow entry. In these cases, residents will not be alerted to the arrival of the visitor.
- **Daily golfer**
- **Golf Member**
- **Process when guests arrive when gatehouse is closed:** Members can admit guests by normal remote call-in process posted at the Gatehouse (see below). These instructions are posted at the keypad on the left side of the front gate.
 - **The visitor:**
 - Presses the # (pound) key on the telephone keypad.
 - Scrolls through the directory displayed by the system. This directory is sorted by resident last name.
 - Finds the name of the person to be visited.
 - Enters the 4 digit number next to the name onto the keypad.
 - **The System:** Calls the phone number registered by the resident.
 - **The Resident:** Answers the phone, speaks to the visitor (for verification of who it is), can view the visitor on Channel 76, and, at the resident's discretion, opens the front gate by pressing the number 9 on the resident's phone.
 - **Please note this system is automated, therefore:**
 - There must be someone at the residence to receive the call and activate the gate
 - The call to the resident **MUST** be initiated from the key pad stand near the Gatehouse on the left side of the left entry lane
 - The system will not work from a guest's cell/car phone and cannot be initiated from resident's home phone.
 - **Construction Gates:** Construction gates are for the use of construction/service vehicles entering ACC property. For safety reasons, residents are urged to not use these gates which are currently located on Ray Road, Nursery Road, and Lemuel Black Road.

Reporting Violations and Enforcement

- **For major problems such as crime and emergencies (medical or fire) wherein rapid response is required, call 911.**
- Generally speaking, all violations of this Handbook should be reported to the POA Manager in writing or by email. Reporting violations by phone is the least preferred method.
- **Golf course violations are to be reported to the pro shop (910-814-2115).**
- Violations must be reported in writing with the signature of the person making the report if the violation represents a threat to personal safety (i.e., a dog attack) or a violation that may lead to fining (improper use of amenities, encroachment, parking, speeding, etc.).
- Concerns must be received in writing (mail, email, fax, suggestion box) and must contain a correct name and address. Anonymous complaints will not be read or considered.

Resale of Property

Owners are reminded that all property transfers are subject to approval by the Developer, who has a right of first refusal on any sale of property, other than to a decendant, as detailed in the covenants.