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Welcome to Greenbrier Townhome Owners Assoc.

Managed by
Charleston Management Corp
PO Box 97243
Raleigh, NC 27624
919-847-3003

Association Information

General Information

Total number of units in project when completed	198 @ Buildout
Type of home	Townhome
Year built	2007-2013
Builder	Centex-Pulte
Trash pick-up day	Wednesday
Does the homeowner contact the trash vendor directly for service?	Yes (City of Raleigh)
Landscaping Day (*Please note that days are subject to change)	Monday
Is there an outdoor irrigation system?	Yes (Common Areas)
Is there extra storage available?	No
Parking spaces per home?	2
Type of parking for each home?	Assigned Parking Spaces
Is there on-site staff?	Yes (Model Home)
Streets Public or Private?	Private
Does the property offer recycling?	Yes
Recycling Pick Up Day	Wednesday
Is a termite warranty included in the assessments?	Yes - Termite and Pest - HomeTeam Pest (See Service Providers Page)
When is the Annual Membership Meeting held?	1st Quarter of the year
Contact for Warranty Issues (such as interior):	Contact Options: 1. Through website at www.centex.com ; click on the customer care link to fill out your request 2. Email rduwarranty@pulte.com 3. Fax your request to us at 919-816-1193 4. Mail your request to 1225 Crescent Green Drive, Suite 250 / Cary, NC 27518

Property Specifications

What facilities are included in the common areas?	None
Type of construction	Residential
Number of buildings	27 @ Buildout
Type of siding	Brick & Vinyl; Doors: painted Musket Brown by Duron (available at Sherwin Williams stores only)
Type of roof	Shingles
Mailbox Specifications	Kiosk (Please contact local Post Office for keys)

Association Dues and Assessments

There are no unsatisfied judgements against the association, except as follows (identify creditor and amount):	no
Special assessments	no
Assessments include	termite/pest, full landscaping (including bushes and trees), exterior maintenance, doors, gutter cleaning, common areas, retention basin and management
Assessments due date	1st of each month late after the 10th
The association does/does not have a blanket hazard insurance policy	Nationwide Carter Glass 919-781-1973 ACP BPHF 2245367388 Link for obtaining certificates of insurance for HOA: https://www.carterglassinsurance.com/homeowners-association-certificate-of-insurance
How are the assessments billed?	monthly
Additional dues	no
Is automatic draft available?	yes -request form available to homeowners only at bottom of this page
Where do I mail my payment?	use payment coupon or mail to: PO Box 98358 Raleigh, NC 27624
Can I pay by credit card?	yes - registered users can click Payment Assessment Options or www.charlestonmanagement.com and click Online Payments

Listing and Selling Information

Has control of the HOA been transferred from the developer to the unit owners?	No

Is any part used for commercial purposes?	No
Does the association have any other restrictions?	No
Is there a pet policy?	Yes - Owners are responsible for picking up after their pets, pet stations are available on the property.
Does the association have a lockbox policy?	No
Are rentals allowed by the association?	Yes
Is there a policy for satellite dishes?	Yes - See ARC Guidelines
Are open houses allowed by the association?	Yes
Are for sale signs allowed to be displayed on the property?	Yes - See ARC Guidelines

Association Documents

ACH Draft Authorization Form
Architectural Application
Architectural Guidelines
Architectural Guidelines - Fencing
Articles of Incorporation
Bylaws
City of Raleigh - Trash Collection Procedures
Covenants
HB 278 Right to Mediation
Landscape Easement
Maintenance Responsibility Chart
Recorded Plat
Site Map
Spec. Warranty Deed

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