

# Mailbox Standards

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## North Shore Approved Mailbox Stands

To maintain the character of the North Shore community, the NSPOA Board of Directors and Architecture Committee (AC) have established the following standards for mailbox stands.

1. Mailbox stands must have a slot under the mailbox that can be used for hand-delivered notices from your North Shore POA and other items that are not mailed through the USPS. The two mailbox stands pre-approved by the POA, and shown on the next page, incorporate these slots.
2. Each property owner is responsible for maintaining the stand and mailbox in good condition, including as to color, paint condition, structural integrity, condition of materials, and vertical alignment at the street. Custom built "Carolina Trace" mailbox stands must be painted with approved colors only.
3. Every mailbox stand must be approved by the AC before installation, including as replacement for an existing stand.
4. AC approval will be granted routinely for mailbox stands that are selected from the POA's list of pre-approved models on the next page. If a stand from the list is no longer available, another model may be submitted to the AC for approval. However, if it does not match as nearly as possible to either of the pre-approved models on the next page (color, dimensions, materials, style, etc.) the AC will be unlikely to approve it.
5. Mailbox stands that were installed prior to April 1, 2024, and that complied with a prior North Shore standard (e.g., the black Rubbermaid "Mail Master") and are in good condition will be grandfathered until replaced. The AC may require the owner to replace any stand that is in not compliant with a current or former standard, or that is in poor condition, in which case the owner may only replace the stand with one that is approved by the AC.
6. Failure to maintain a stand or mailbox in good condition, or installing a mailbox stand that is not in conformance with these standards, will subject the owner to AC enforcement procedures.

## Custom Reflective 911 Address Signs

NSPOA and the Carolina Trace Volunteer Fire Department (CTVFD) strongly recommend, but do not require, the use of Custom Reflective Green 911 Address Aluminum Signs (see example on the next page) to clearly identify your address for Emergency Responders. These are very helpful in Carolina Trace because of our unusual street numbering scheme and because there are no streetlights to help responders or visitors find addresses at night. We recommend signs with an arrow below the number that points from the mailbox toward your house, and we recommend GREEN color to maintain consistency within North Shore.

Signs may be ordered through the CTVFD, which will even send someone to install the sign at your mailbox. Use the form at this link to order:

<https://drive.google.com/file/d/1tanZdvQQZ6TGwesXRqf23Pbk55ihzQrQk/view?usp=sharing>

Or call the CTVFD non-emergency number: 919-499-5811.

## NSPOA Approved Mailbox Stands

### “Carolina Trace” Mailbox Stand (custom built)



#### Paint colors:

Sherwin-Williams 6258 Tricorn Black  
Sherwin-Williams 3029 Ember

#### Persons offering custom stands:

Andrew Marshall	646-645-6409
Gary Riley	240-535-9710

NSPOA recommends that stands be made from weather-resistant wood and that legs be made with ground-contact pressure treated wood mounted in cement to improve stability and longevity.

NSPOA provides the contact information listed above only as a courtesy to residents and not as an endorsement or recommendation.

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### Step Two brand “Atherton” Mailbox Post, Onyx Black Color



Step Two brand Model No. 596599

Molded resin; fits over standard 4"x4" wood post (ground-contact pressure treated wood, mounted in cement, is recommended)

Available online through:

[Home Depot](#) - Product ID #: 316469489, Step Two Model 596599

[Amazon.com](#) - Step Two Model 596599, ASIN B08KYDJSDT

[Step Two](#) – SKU 596599

For either of these stands, if you do not install a reflective address sign as described on the first page, we recommend at least installing reflectors on the post to improve its nighttime visibility to drivers.

Adopted by NSPOA Board 3-18-2024