

**DESIGN MANUAL**  
**for ARCHITECTURAL AND CONSTRUCTION REQUIREMENTS**  
**OF CLAIRMONT COMMUNITY**

**PRELIMINARY RECITALS**

- A. Architectural and Construction approval shall be granted or withheld based on compliance with provisions of the Restrictions and Manual, including the quality and color of materials, harmony of external design with existing and proposed structures and location with respect to topography and finished grade elevation, so as to promote those qualities of the environment which enhance the value of the Lots and foster the attractiveness and functional utility of Clairmont Community as a place to live. It is not the intent of the Clairmont Community Architectural Control Committee (“Committee”) to prescribe specific architectural styles but rather to promote a complimentary range of fine residential design of a proper regional character.
- B. Traditional regional styles, including, but not limited to, Acadian, Plantation, French Quarter, A. Hays Town, French Provincial, French Colonial, French Eclectic, West Indies, Craftsman, Colonial Classic, Classic and Creole Cottage styles are promoted, conditional on adherence to guideline criteria contained herein and/or prescribed by the Committee. This list is not intended to be exclusive of other styles but rather conveys what is appropriate in architectural style for the development. It is our desire to encourage outstanding architectural designs for the development and as such will consider any plans based on individual merit, how well it relates to the individual lot, how it relates to the street scape, and how well it relates to the entire development whether it is similar to or included in the preceding suggested styles. It is important to understand that all such approvals will be made at the sole discretion of the committee based on the criteria above and that not every design that falls into the categories below will be approved nor will every design that falls outside of the suggestions below will be denied. The committee encourages designs that include varying roof heights, plate heights, large covered porches, courtyards, and styles in character with Southern Louisiana.
- C. Capitalized terms, not otherwise defined within this instrument, shall have the meaning ascribed to them in that certain Act of Restrictions (the “**Restrictions**”), executed on the \_\_\_\_ day of \_\_\_\_\_, 2014, by Hunt & Hunt Development, Inc., a Louisiana Corporation (the “**Declarant**”).”
- D. To prevent lot owners from incurring additional/undue architectural or design expenses, each lot owner is encouraged to submit Conceptual Plans for the proposed home to be constructed on his lot to the Committee for review and comment prior to preparation of the Preliminary or Final Plans.
- E. The Committee may withhold approval of any plans if the Owner is not in good standing with Clairmont Community Home Owners Association, Inc., including the non-payment by the Owner of any dues or other amounts owed to the Association or the Committee.
- F. The Committee reserves the right to deem any builder, designer, architect, landscaper or construction tradesman unsuitable for work within Clairmont Community and may prohibit said individual from working within Clairmont Community at the sole discretion of the Committee.

**ARCHITECTURAL GUIDELINES**

1. Definition of Lot Types: There are three different Lot types within Clairmont Community:
- a. “Lake Lots”: Lake Lots are those lots numbered 36-48 on the Final Plat;
  - b. “Village Lots”: Village Lots are those lots numbered 1-8 and 29-35 on the Final Plat; and,

- c. “Garden Lots”: Garden Lots are those lots numbered 9-28 on the Final Plat;
2. Minimum Square Footage. Residences built in the subdivision shall contain minimum square footage of mechanically heated and cooled living space, exclusive of all porches, storerooms, garages and carports as follows:
  - a. Lake Lots: minimum of twenty-four hundred (2,400) sq. ft. with a minimum of two thousand (2,000) sq. ft. on the first (1<sup>st</sup>) floor.
  - b. Village Lots: minimum of two thousand (2,000) sq. ft. with a minimum of sixteen hundred (1600) sq. ft. on the first (1<sup>st</sup>) floor.
  - c. Garden Lots: minimum of sixteen hundred (1,600) sq. ft. with a minimum of twelve hundred (1200) sq. ft. on the first (1<sup>st</sup>) floor.
3. Building Envelope:
  - 3.1 The front building lines for all residences will be prescribed by the Committee. Refer to the final plat for building line minimums. A map showing the predetermined front building lines and driveway layouts shall be available from the Committee.
  - 3.2 The minimum side building lines are as follows:
    - a. Lake Lots and Village Lots: 8 feet.
    - b. Garden Lots: 5 feet.
  - 3.3 The minimum rear building lines are as follows:
    - a. Lake Lots: 35 feet.
    - b. Village and Garden Lots: 20 feet.
4. Permitted Buildings and Height. No dwelling shall be erected, altered, placed or permitted to remain on any Lot other than one (1) detached single family dwelling, not to exceed three (3) stories in height. Accessories incidental to residential use of the Lot, such as swimming pools, bathhouses and/or gazebos may be erected. The Committee may prohibit any structure appearing excessive in height when viewed from a street or surrounding property. Variety in building height is encouraged. Cabanas, pergolas, pigeoniers and other utility buildings shall conform to all building setback lines and restrictions contained in the Restrictions and Manual. The location and orientation of these structures shall be considered by the Committee as they relate to the views of surrounding dwellings.
5. Garages. All garages shall be private and enclosed with an approved garage door. Any parking pad shall be screened from the street with approved landscaping. The Committee shall determine the orientation of each garage. The three types of acceptable Garages, subject to the limitations below, are: (1) *J-Loading Garage*: garage is located nearest to front building line and garage doors face the farthest side property line; (2) *Front Loading Garage*: garage doors face the street; (3) *Rear Loading Garage*: garage is located at the rear of resident and garage doors face the nearest side property line; (4) *California Garage*: rear loading carport with garage door facing nearest side property line;
  - a. Lake Lots: Lake Lots may have J-Loading or Front Loading Garages. However, the garage door(s) on the Front Loading Garages must be at least six (6) feet behind the front wall of the residence.

- b. Village Lots: Village Lots may have J-Loading, Rear Loading, Front Loading or California Garages. However, the garage door(s) on the Front Loading and Rear Loading Garages must be at least six (6) feet behind the front wall of the residence.
- c. Garden Lots: Garden Lots may have J-Loading, Rear Loading or Front Loading Garages.

5.1 All Dwellings must include a garage sufficient to accommodate a minimum of two (2) automobiles.

5.2 No more than three (3) garage doors may be permitted on any Lot. J-Loading and Front Loading Garage doors shall have a maximum width of Twelve (12) feet each. All garage doors must be a minimum of eight (8) feet in height.

5.3 Garage doors should be carriage or similar style with hardware. Raised panel garage doors and flush front garage doors are prohibited. Special emphasis shall be placed on J-Loading and Front Loading garage doors.

6. Driveways, Walkways and Guest Parking. All driveways shall be constructed of brick, stone or concrete. Asphalt and granular materials such as gravel, crushed stone or dirt are not permitted.

6.1 The entrance drive to the residence shall be a minimum of twelve feet (12') wide.

6.2 The design and color of walkways and driveways other than traditional concrete surfacing must be approved in advance and in writing by the Committee.

6.3 During construction of any home, the lot owner thereof shall be required to install a brick apron (over a supporting concrete base) extending thirty (30") inches from the street curb. The driveway apron at street shall be a minimum of eighteen (18') feet in width.

6.4 Driveways may be no closer than one (1) foot to either side property line.

6.5 The turning radius for entering any Garage shall be no less than ten (10) feet.

7. Exterior Materials.

7.1 The exterior of any home may be constructed of a combination of at least two of the following materials, subject to the limitations below, as well as approval from the Committee:

- a. Brick: Reclaimed brick is encouraged. New brick cast in a wood mold may be approved. Painted brick is allowed.
- b. Siding: Siding must be horizontal wood or smooth cement fiber single board lap (hardiplank), subject to approval. Face dimension shall be four inches to six inches (4-6"). No vinyl or aluminum siding is allowed. Additional siding styles may be approved as accent only and subject to the approval of the Committee.
- c. Stucco: Real stucco over metal lath is required. Stucco finish shall be smooth and hand troweled. Sprayed applications, swirl or heavy textured stucco are prohibited.
- d. Stone: Stone may be used as an accent material only.

- 7.2 Exterior Material changes may only occur on an exterior inside corner, or as approved by the Committee. Certain horizontal material changes may be allowed when architecturally appropriate.
8. Exterior Lighting. All exterior light fixtures shall be approved by the Committee. Gas lanterns are encouraged. All exterior light fixtures shall have a minimum lantern height of eighteen inches (18"). All lighting should be architecturally integrated with attached structures. Mercury vapor lights are prohibited. Security lighting including motion activated flood lights shall, at a minimum, be located beneath eave overhangs. Flood lights are prohibited on front elevations of dwellings. No colored light bulbs shall be permitted. No lighting shall be installed which is aimed at surrounding properties, or which will intrude on surrounding property.
9. Windows, Doors, Dormers and Shutters. All doors and windows shall be consistent with the architectural style chosen for such improvement. Mirrored or reflective glass is prohibited.
- 9.1 Doors: Solid wood or iron doors are required on the front and front side elevations. Awnings are required over doors that are not covered by porches. Front doors shall be a minimum of eight feet in height, except that a shorter door may be permitted in the case of a transom atop the front door, adding to the overall substance of the entry. Each front door must make an entry statement of quality and substance.
- 9.2 Windows: The acceptable window types are: vinyl windows with simulated divided lite (SDL) muntins, wood, and clad. Muntin widths shall be 5/8" to 7/8". Flat muntins are prohibited. Divided lites are required unless single lites are appropriate. Window shapes shall be within ten percent of Height = Width X 2 unless another shape is deemed architecturally appropriate by the Committee. Lite pattern shapes should resemble window shapes. Glass blocks are prohibited. Decorative or stained glass windows must be submitted to the Committee for approval. All windows shall be installed with a proper sill of traditional style. Picture frame banding at the sill location is prohibited.
- 9.3 Shutters: Only wood or approved composite shutters shall be allowed. Vinyl shutters are not allowed. All shutters shall be operable with traditional hardware. The shutters must be proportionate to the window (i.e. – when closed, the shutters should cover the window). Shutter details shall be shown on elevations, including number of battens. Fixed shutters shall be framed and appropriate hardware included.
- 9.4 Dormers: Dormers must be built per the approved Final Plan, with appropriate detailing of a sill and jamb. Design and proportion of radial top (arched) dormers must be the same dimension from roof to window head across the dormer. Dormers with siding shall be all trim on the face. All brick faced dormers shall have side walls built with studs turned on end. Special emphasis shall be placed on scale and proportion of dormers.
10. Fascia, Eaves and Soffits. All fascia, eaves and soffits shall be constructed of wood or smooth face approved composite material. Vinyl is prohibited. Bird-box style gable returns are prohibited. Overhang soffit must be parallel to roof pitch on gable ends and extend back a minimum of six (6) feet.
11. Columns and Arches
- 11.1 Masonry columns shall be a minimum of twelve inches (12") wide, and shall be made of stucco or brick masonry.
- 11.2 All exterior arches or openings must be a minimum of twelve inches (12") wide.

- 11.3 Wood columns should be a minimum of eight inches by eight inches (8" x 8"), or twelve inches (12") in diameter.
- 11.4 When using round columns on a two-story residence, the 2<sup>nd</sup> floor columns shall be more narrow than the first floor columns.
- 11.5 Column dimensions and spacing shall be proportional to the porch height, depth and width of the home.
12. Colors. Exterior color samples, including siding, trim, brick, stucco, roof material and colors should be submitted simultaneously to the Committee with Final Plans or at the latest, prior to black-in (when framing is completed). If any color selections or materials are installed prior to approval by the Committee, the Construction Deposit shall be automatically forfeited to the Committee. Installation of non-approved colors and/or materials may result in mandatory removal and replacement. No black grout is allowed with bricks. The Committee recommends the use of subdued colors of light beige, cream, off-white, light muted colors and very light earth tones. No bright or "strong" colors will be accepted. Colors should not be primary or secondary colors. Colors will be examined not only in relation to one another on the subject home, but also in relation to other homes within the line of sight. Window trim, fascias, soffits and other trim should be a lighter or darker shade of the wall color.
13. Ceiling Height. Minimum main house structure exterior plate heights are 9'-0" for the first (1<sup>st</sup>) floor and 9'-0" for the second (2<sup>nd</sup>) floor; Additional plate heights may be required by Committee.
14. Chimneys and Stack Vents. All exposed portions of chimneys will be enclosed with material appropriate to the home design. Chimney caps are required and must be brick, slate, bronze anodized aluminum or copper. Plumbing and mechanical vents should be combined in attic to minimize number of penetrations. All penetrations shall be lead-covered or painted the same color as the roof. If the entire fireplace base and chimney are visible, they shall be faced with the same material.
15. Fences. All fences and gates (collectively, the "Fences") shall be designed to complement the character and style of the dwelling. Approved fencing materials, subject to the limitations herein, include pre-cast concrete blocks and caps-"dac art" or equal, brick, stone, wrought iron, aluminum, shadow-box style wood and stucco covered masonry. No chain link, cinder block (without exterior finishing material, such as stucco), wire, or split rail fences are allowed.
- 15.1 All fence details must be submitted to the Committee for approval prior to construction. Gates are considered as part of the fence and must be submitted for approval. In no case should a gate be more than 4' wide. Gates should match the fence in material and height. Perimeter wood fences must be shadow-box style and shall be constructed of natural (unpainted/unstained) cedar or cypress and are prohibited on Lake Lots. Stucco, ornamental iron, or brick fences are encouraged. No fence shall exceed 6' in height (unless a variance has been submitted to and approved by committee). Fences shall not be constructed farther forward than the front elevation (and side elevation for a corner lot) of the residence without approval from the Committee.
- 15.2 Rear and side yard Fences shall be permitted. All rear yard Fences shall be constructed on the rear property line of the Lot.
- 15.3 Lake Lot Fences: The design and specifications of all rear yard Fences to be constructed on the Lake Lots shall be subject to the strict scrutiny of the Committee, which may accept or reject the plans for any rear yard Fence in its sole discretion. Any fence in the rear yard of a Lake Lot Fence shall

be of wrought iron, anodized or painted aluminum for any portion of the fence adjacent to the lake and along the lot sidelines for 50 feet up from the lake. The balance of the rear yard fence for a Lake Lot may be of other material approved by the Committee. Solid wood fencing is not allowed on a Lake Lot. Partial wood fencing (in conjunction with other materials such as brick) may be allowed on Lake Lots with consideration of architectural harmony, privacy and non-obstruction of views. Rear yard fences on Lake Lots may not exceed five (5) feet in height.

- 15.4 Front yard Fences may be permitted, such as wood picket fences, subject to the strict scrutiny of the Committee, which may accept or reject the plans for any front yard Fence in its sole discretion. Front yard fences shall not exceed four (4) feet in height.
- 15.5 For front facing fences a drive through double gate leading to the back yard may be allowed provided they are constructed of the same material as the fence itself or as approved by the Committee. Any stored items must be completely screened from view by the fence both from the street and from the adjacent lots. Any structural materials for the gate must be on the inside and not visible from the front elevation. Columns are allowed to provide support for such double gates so long as they are built of similar material as the home, are no more than 6" taller than the fence and are no more than 24" in width.
- 15.6 Courtyards in the front or front side of the property can extend no further than 10' further forward of the front building line and should be constructed of brick, ornamental iron with brick columns or stucco. The lower 24" of courtyard walls must be solid material and match that of the columns as approved by the Committee.

16. Roofs.

- 16.1 Large masses of roofs should be avoided and broken up into smaller sections of roof or with dormers and/or louvers.
- 16.2 The minimum roof pitch shall be 9/12. The Committee may approve lower pitches if appropriate to the design of the home.
- 16.3 English tile along ridges and hips are encouraged where appropriate.
- 16.4 All roof colors shall be approved by the Committee.
- 16.5 Permitted roofing materials shall consist of architectural grade composition shingles, tile and slate. Standing seam bronze anodized aluminum or copper accent roofing is permitted, subject to the approval of the Committee. When concealed from view by cornices or parapets, sheet roofing may be employed.
- 16.6 A shingled roof color shall be a shade of black, dark grey or dark earth tone, and shall be composition architecturally cut shingles. Other roofing materials which may be used are true slate, imitation slate or tile, all subject to approval of the material and its color by the Committee. No other roofing material may be used except with the prior approval of the Committee.
- 16.7 Exposed gutters and down spouts shall be copper or anodized aluminum (which has a darkened, weathered copper appearance).
- 16.8 Skylights, mansard roofs and flat roofs are prohibited.

17. Sports and Play Equipment. Swing sets or other play structures are permitted; however, on Garden Lots and Village Lots, they must be within a privacy fence. On Lake Lots, Swing sets and other play structures are permitted, subject to the following: (1) the material and color of the swing set or play structure must be approved by the Committee; (2) the swing set or play structure must be located within an approved fence; (3) the swing set or play structure must be screened or softened with landscaping from view by the Common Area.
  - 17.1 Basketball goals or backboards shall be permitted, provided such goals and backboards are not mounted directly to the residence or other outbuilding. Any Owner desiring to install a basketball goal must get the approval of the Committee of the location and placement of the same prior to installation. Backboards shall be primarily clear or white.
  - 17.2 Driveways should remain as constructed during the original construction for access to garages and carports only. Driveways shall not be expanded for the sole purpose of accommodating sports or play equipment.
18. Mail Boxes and Addresses. All residences shall use the standard mail box selected by the Committee. Specifications concerning the standard mailbox and sources of supply shall be published by the Committee.
  - 18.1 All address numbers shall be affixed to the mailbox in conformity with the mail box specifications published by the Committee.
  - 18.2 Lettering for address numbers shall be of the standard type selected by the Committee. Specifications concerning the standard lettering and sources of supply and construction as published by the Committee.
19. Yard Ornaments. Yard ornaments and similar objects are prohibited in all yards except those fenced to shield view thereof from any streets and any other lots and properties. Typical seasonal decorations are permitted within season.
20. Flagpoles. A single flagpole is permitted if mounted within brackets that are mounted on the residence.
21. Swimming Pools, Therapy Pools, Jacuzzis and Spas. Swimming pools, therapy pools, Jacuzzis, spas, etc. (individually a “**Pool**” and collectively, “**Pools**”) must comply with the following requirements:
  - 21.1 No Pools may be constructed, placed, installed or used above grade. Pool designs must be submitted to Committee for approval.
  - 21.2 Pool and equipment enclosures must architecturally relate to the residence and other structures in their placement, mass and detail.
  - 21.3 All pools, pool equipment, slides, diving boards and other Pool accessories must be screened from view from all streets and surrounding properties in a manner so as to also screen and mitigate the noise and sounds generated by such equipment. Pools must be completely enclosed by security fencing and gates meeting the safety requirements of East Baton Rouge Parish codes/ordinances and these Design Guidelines.
  - 21.4 Pools and decks should be no closer than eight feet (8') from any side property line and ten feet (10') from the rear property line, and landscaping between the deck and Lot lines must be installed.
  - 21.5 Pools shall not be drained onto adjacent property or open space.
22. Awnings and Canopies. Standing seam bronze colored anodized aluminum or copper awnings and canopies are permitted. Fabric awnings and canopies are not

permitted. Awnings and canopies of a permanent nature may be constructed or installed on the front, side and/or rear of a residence.

- 22.1 Bright colors are prohibited, and all awnings and canopies should be of a color and design to compliment the exterior color of the residence.
- 22.2 All designs and colors of awnings and canopies must be approved by the Committee.
23. Porches and Decks. Main porches shall have a minimum depth of Seven (7) feet-Six (6) inches. Secondary porches may have a lesser depth proportional to their width.
  - 23.1 Elevated Porches. Certain architectural styles will necessitate an elevated porch. Elevated porches must have a minimum elevation of 24 inches above grade.
  - 23.2 Porch Railings. Porch Railings shall be made of wood, approved composite products or wrought iron.
  - 23.3 Porch Floors. Porch floors shall be made of wood, approved composite products, concrete or masonry.
  - 23.4 Decks. Decks may be approved by the Committee. Decks shall not have an elevation of higher than eighteen inches above grade and shall be painted or stained.
24. Detached Structures. Detached structures must relate architecturally to the design of the home in form and material and must be submitted to the Committee for approval. Prefabricated storage sheds are prohibited.
25. Patios and Gazebos. Covered patios shall be architecturally integrated with the design of the residence. Covered patios shall be supported by wood or masonry columns. Any roofing material used shall be the same as used for the roof of the residence, except that copper may also be used. Details and location of such structures must be submitted to the Committee for approval prior to construction thereof.
26. Utility, Garbage and Equipment Areas. Appropriate fencing, screening or landscaping must visually screen utility yards, garbage areas, HVAC units, utility boxes, gas/electrical meters, pool equipment and other unsightly elements. Details shall be submitted for approval with the landscape plans. The appropriate material must be as high as the objects to be screened. If plant materials are used, they must be evergreen and have the variety and spacing to achieve a solid screening effect.
27. Final Review. After landscape/hardscape installation and construction are complete, a final review of the project must be obtained from the Committee. Final review approval must be obtained prior to release of any deposits.
28. Grading. All grading shall be subject to the jurisdiction of the Committee and considered individually for each dwelling site. Recommendations or demands will be based upon individual site location, terrain, soil conditions, vegetation, drainage, proposed cuts and fills and any other conditions the Committee determines will impact the site grading. The Committee initially recommends that all grading should be contained inside the property line with no overlaps. Smooth slope transitions are encouraged where grading is necessary. Absolutely no grading or retaining walls, if necessary, whatsoever shall be permitted without first obtaining the prior authorization of the Committee.
29. Fill to Lot. No Owner shall add fill to a Lot which adversely affects the drainage of a contiguous Lot or which increases the cost of installing foundation footings on any contiguous Lot.



30. Drainage. The Owner of a Lot shall provide positive storm water drainage in the direction indicated on the drainage plan for Clairmont Community on file with the Department of Public Works of East Baton Rouge Parish. Drainage may be surface and/or subsurface. Water runoff for each individual building site must be handled by adequately sloping all areas so that no surface drainage shall be allowed to drain to any adjacent properties. Water runoff and control is the responsibility of each Lot Owner. An Owner shall not impede or modify the natural drainage flow of any Lot in any manner that will adversely affect other Owners who are in compliance with the drainage plan. The Committee or any aggrieved Owner shall have the right to bring legal action to enforce this restriction.
31. Garbage, Trash and Recycling. Garbage, trash and recycling containers should only be visible on the day of collection. At all other times, such containers should be screened and/or stored so as not to be visible from the streets or adjoining properties.
32. Noise Abatement. All exterior mechanical equipment, including HVAC and pool equipment, shall be screened from view in a manner so as to also screen the noise and sounds generated by such equipment.
33. Switch Pads and Transformers. Switch pads and transformer pads shall not be constructed more than six inches (6") above finished grade. All such pads should be flush with adjoining walkways. Transformers should be screened with landscaping to the extent permitted by the utility company serving the property.
34. Servitudes. Servitudes for installation, maintenance of utilities and drainage facilities are reserved as shown on the Final Plat.
35. Underground Utilities. This subdivision will be served by underground utilities only. Electric service from the electric distribution system to each residence shall be underground.
36. Miscellaneous Restrictions.
  - 36.1 Cleaning of tools, supplies or equipment by concrete suppliers, painters or other subcontractors on any private street or other Common Area is prohibited.
  - 36.2 During construction, no draining of pools on adjacent property, or into washes or open spaces is permitted.
37. Satellite Dishes. No television (or other) satellite dish larger than 24 inches in diameter may be installed on any Lot. Any dish installed must not be on the front half of the house or on any side of the house facing a street. No satellite dish may be installed on any fence.
38. Trash Dumpster. All jobsites during construction shall be required to have a dumpster to store waste materials and other trash. The jobsite shall be kept clean and the trash deposited in the dumpster. The dumpster must be emptied on a regular basis so that it is not overflowing with trash.
39. Jobsite Toilet. Each lot owner shall be required to provide a properly maintained portable toilet on site during construction for use of the workers at the jobsite. The portable toilet must be maintained on a regular basis and the door thereof shall face the subject property and not toward the street.
40. Hours of Construction. Construction hours are from 7 to 7 on Monday through Friday. Non noxious work may be allowed on weekends.

41. Length of Time of Construction. An owner shall have one (1) year from the date of the commencement of construction to complete construction. In special circumstances, the committee may grant an exception.

42. Landscape and Hardscape Design.

42.1 Sodding Requirements. Complete sodding of all yard areas contiguous to streets is required. For purposes of this Section, corner Lots are considered to have two (2) front yards along the streets and must be sodded. Certified centipede or St. Augustine sod is recommended. All side and rear yards shall be sprigged, plugged, sodded or seeded as indicated on the landscape plans.

42.2 Planting Requirements. The entire yard shall be adequately landscaped in the initial installation as approved by the Committee. All planned future enhancement and phasing must be approved by the Committee prior to installation. Landscaping and the building of driveways or fencing within utility servitudes is permissible, but it is the responsibility of the Owner if in the future there is a need to remove same for access to such utilities. All landscape architects and contractors shall follow Louisiana Nursery Specifications and Standards. The Committee will work with the Owner and may alter requirements depending on the materials selected in relationship to the overall appearance.

42.2.1 Lake Lot Planting Requirements:

- (a) 50 foundation shrubs (at a minimum of 3 gallon size, example: boxwood, hawthorne, pittosporum, cleyera, abelia, azalea, camellia, gardenia, soft touch holly, Carissa holly, nandina, Knockout rose)
- (b) 20 accent flowering plants or ground cover plants (at a minimum of 1 gallon size, example: agapanthus, daylily, lantana, annual flowers, juniper ground cover, lerioppe).
- (c) 6 trees (3 large and 3 small) at a minimum of 30 gallon size, example (small trees): crepe myrtle, Japanese magnolia, redbud, vitex, Savannah Holly, East Palatka Holly, Oakleaf holly, example (large trees): cypress, live oak, nutall oak, willow oak, red maple, river birch).
- (d) 50% of the above required plants and trees shall be planted in the front yard; 50% of the required plants and trees shall be planted in the back yard.

42.2.2 Village Lot Planting Requirements:

- (a) 25 foundation shrubs (at a minimum of 3 gallon size, example: boxwood, hawthorne, pittosporum, cleyera, abelia, azalea, camellia, gardenia, soft touch holly, Carissa holly, nandina, Knockout rose)
- (b) 10 accent flowering plants or ground cover plants (at a minimum of 1 gallon size, example: agapanthus, daylily, lantana, annual flowers, juniper ground cover, lerioppe).
- (c) 4 trees (2 large and 2 small) at a minimum of 30 gallon size, example (small trees): crepe myrtle, Japanese magnolia, redbud,

vitex, Savannah Holly, East Palatka Holly, Oakleaf holly, example (large trees): cypress, live oak, nutall oak, willow oak, red maple, river birch).

- (d) At least 75% of the required plants and trees shall be planted in the front yard.

#### 42.2.3 Garden Lot Planting Requirements:

- (a) 20 foundation shrubs (at a minimum of 3 gallon size, example: boxwood, hawthorne, pittosporum, cleyera, abelia, azalea, camellia, gardenia, soft touch holly, Carissa holly, nandina, Knockout rose)
- (b) 5 accent flowering plants or ground cover plants (at a minimum of 1 gallon size, example: agapanthus, daylily, lantana, annual flowers, juniper ground cover, lerioppe).
- (c) 2 trees (1 large and 1 small) at a minimum of 30 gallon size, example (small trees): crepe myrtle, Japanese magnolia, redbud, vitex, Savannah Holly, East Palatka Holly, Oakleaf holly, example (large trees): cypress, live oak, nutall oak, willow oak, red maple, river birch).
- (d) At least 75% of the required plants and trees shall be planted in the front yard.

### **CONSTRUCTION DEPOSIT**

1. Builder Construction Deposit. At the time of submission of the Final House Plans to the Committee, the Owner shall deliver to the Committee the sum of \$2,000.00 payable to Clairmont Community Architectural Control Committee or CCACC. The \$2,000.00 Construction Deposit Includes:
  - a) Preliminary and Final Plan review fee--\$200
  - b) Landscape Plan and Color/material review fee--\$100
  - c) Construction Inspection Fee--\$100
  - d) Construction Compliance And Landscape Compliance Deposit--\$1600
2. Self-Contractor Construction Deposit. At the time of submission of the Final House Plans to the Committee, the Owner shall deliver to the Committee the sum of \$10,000.00 payable to Clairmont Community Architectural Control Committee or CCACC. The \$10,000.00.00 Construction Deposit Includes:
  - a) Preliminary and Final Plan review fee--\$200
  - b) Landscape Plan and Color/material review fee--\$100
  - c) Construction Inspection Fee--\$100
  - d) Construction Compliance And Landscape Compliance Deposit--\$9600
3. Increase or Return of Construction Deposit. The Committee shall have the right to require the Owner/Builder/Self-Contractor to increase the amount of the sum outlined in Number 1 and 2 of this Section at any time if the fund has been depleted by violations. Further, the Committee may increase the amount of this

sum after three submittals of Final House Plans. The purpose of requiring a Construction Deposit is to insure:

- a) Plans are submitted to the Committee and adhered to by the Owner and his builder. In the event that construction of a house or other improvements is started without the prior written approval of the plans for such, then the entire amount of the Construction Deposit shall be automatically forfeited as liquidated damages to the Association. Further, all other rights that the Committee and the Association may have with respect to approval of the plans shall continue, including rights to injunctive relief, damages and other rights.
- b) Landscaping is accomplished as set forth in these Design Guidelines. In the event the required landscaping is not accomplished, then the entire amount of the Construction Deposit shall be automatically forfeited as liquidated damages to the Association. Further, all other rights that the Committee and the Association may have with respect to approval of the landscape plans shall continue, including the right to fine the Owner, rights to injunctive relief, damages and other rights.
- c) A clean job site, compliance with the Restrictions, overall community appearance and that the structure to be constructed is built according to the approved plans. A written notice will be issued by the Committee to the Lot Owner regarding any violations or damage caused by the construction. Examples of damage are the breaking of any sidewalk in the Subdivision, “rutting” of other lots in Clairmont Community caused by construction related vehicles, the spilling of concrete on any streets or other areas of Clairmont Community, any trash or debris dispensed in or damage to any street lights of Clairmont Community. If the violation or damage has not been corrected within five (5) days after the date of the notice, the violation or damage may be corrected by the Association and the cost of the same shall be charged to the Lot Owner. Said amount may be deducted, without further notice, from the Construction Deposit until said deposit is exhausted, at which time the Lot Owner will be billed for any additional expense. The Association shall have lien rights to enforce payment of any amount billed but not collected within thirty (30) days after the date of such bill. Notwithstanding the provisions of this Section however, neither the Association nor the Committee shall be responsible for the damage to any Lot caused by the activities of an Owner (or builder or others involved in any activity on their behalf) of any other Lot, and shall not be held responsible for any such damage if deductions are not made from the Construction Deposit or other damage collection provisions are not made for such damage.
- d) If no violations or damage occur (or if no deductions for such damage are made from the Construction Deposit by the Committee or the Association), the Construction Deposit will be refunded in full to the original submitter of the Construction Deposit after satisfactory completion of construction of improvements on the Lot in accordance with the approved plans and completion of landscaping as set forth in this Manual. To the extent any of the Construction Deposit was spent for correction of any violations or damage, any balance will be refunded to the original submitter of the Construction Deposit after the satisfactory completion of the improvements and landscaping.

## **SUBMITTAL AND APPROVAL PROCESS**

1. Submittal and Approval Process for Builders, Designers, Self-Contractors and Landscapers:
  - 1.1 Builders. Builders must submit the following items to the Committee to become approved to build within Clairmont Community:
    - a. A copy of Louisiana Residential Contractor's License;
    - b. Proof of workman's compensation and general liability insurance;
    - c. Three (3) photographs and sales prices of previously completed homes which would meet the Architectural and Design Guidelines of Clairmont Community, as well as references for those three homes.
    - d. Complete contact information including office phone number, cellular phone number, physical business address, and official email address. The email address submitted will be used for official correspondence.
    - e. Builder experience information including years in business and number of homes built above \$300,000.00 range.
  - 1.2 Designers and Architects. Designers and/or Architects must submit the following items to the Committee to become approved to perform work within Clairmont Community:
    - a. Three (3) floor plans, front elevations and as-built photographs of previous designs which would meet the Architectural and Design Guidelines of Clairmont Community, as well as references for each of the three homes.
    - b. One (1) full set of Final Plans which would meet the Architectural and Design Guidelines of Clairmont Community.
    - c. Complete contact information including office phone number, cellular phone number, and email address. The email address submitted will be used for official correspondence.
  - 1.3 Self-Contractors: In order to be approved as a self-contractor, the following items must be submitted to the Committee:
    - a. Photograph and Final Plans of at least one (1) previously self-contracted residence.
    - b. Proof of workman's compensation and general liability insurance for either  
Owner or sub-contractors;
    - c. Complete contact information including office phone number, cellular phone number, and email address. The email address submitted will be used for official correspondence.
2. Submittal and Approval Process for Architectural Plans: The submittal process is the same for individuals desiring to have their home custom built by an approved builder and for builders whose intent is to provide speculative housing. Once a lot reservation or purchase agreement has been accepted and the appropriate deposit paid it is the responsibility of the buyer to select and submit plans and samples of materials to be used in the construction of the home to the committee for approval. Approvals and denials will be based on how well the individual plan supports guidelines in this Manual and also subject to the sole discretion of the Committee. Official correspondence of the

Committee's comments, approval, or denial of submissions will be emailed to the email address as submitted to the Committee in the Builder or Self-Contractor Approval Process.

3. Submittal Requirements: Any plans or other items required to be submitted to the Committee shall be delivered between the hours of 7:00 a.m. and 3:30 p.m. Monday thru Thursday, or mailed to: Hunt & Hunt Development, Inc. at 4613 Church Street, Zachary, LA 70791. In addition to the Submittal processes shown herein, the Committee encourages Owners to submit a Conceptual Plan prior to the Preliminary Plan Submittal to prevent Owners from incurring additional/undue architectural or design expenses. There is no charge for the Conceptual Plan review. The Conceptual Plan review is unofficial and is strictly meant to ensure that the design is within the parameters of the Manual.

3.1 Preliminary Plan Submittal: The purpose of submitting Preliminary Plans is to obtain the Committee's approval of the general home design, architectural style and site requirements before final plans are drawn. Two (2) copies of Preliminary Plans (1/4" scale) should be submitted to the Committee for review prior to completion of Final Plans. Further, the submittal should include a Site Plan with location of improvements, driveway location, any proposed off-street parking, building setbacks and servitudes. The submittal should also include a floor plan and all exterior elevations with as much detail as possible, including labels for operable hardware, shutters, gas lamps, courtyard walls, wood lintels, stucco bands, dormers, etc.

3.2 Final Plan Submittal: Prior to commencement of construction, Final Plans must be submitted and approved by the Committee. The Final Plan Submittal shall consist of Two 1/4" scale copies and an electronic PDF copy of Final Plans (as required for building permit submittal), along with a plot plan on a 1:20 scale showing location of all improvements on Lot, drainage plan for Lot, building setbacks, servitudes, guest parking and driveway location. All exterior elevations must be shown, including roof pitches, overhang dimensions, plate heights, exterior lighting details, etc. Final plans shall also include calculated footages, door and window schedule, and ceiling heights. A roof plan is required at 1/8" scale minimum, showing all major penetrations. Incomplete submissions will not be considered. The Committee shall have fourteen (14) days to review complete submissions. Inaction by the Committee shall in no way be deemed an approval of Final Plans.

3.3 Construction Material Submittal: Color selections and material samples for use on the home's exterior must be submitted to the Committee. All samples must be submitted simultaneously, prior to the black-in stage of construction. Further, all selections and samples must correspond to that which was previously approved prior to construction commencement. The following must be submitted:

- a. Bricks: provide a sample of four to six bricks along with manufacturer's name and/or common name;
- b. Stucco: provide a sample color chip showing the name of the color as well as the manufacturer's name.
- c. Shingles: provide a shingle sample along with manufacturer's name and color.
- d. Metal accent roofs and awnings: provide a color and style.
- e. Trim (windows, doors, fascia, eaves and soffits): provide a sample color chip for each, showing the name of the color as well as the manufacturer's name.
- f. Siding: provide color chip showing the name of the color as well as the manufacturer's name and verify size and style of siding.
- g. Shutters: provide color chip showing the name of the color as well as the manufacturer's name, a sample of the operable hardware, and style of shutter.
- h. Doors: provide material and color chip or stain color along with manufacturer's name.
- i. Windows: provide manufacturer's name, material, color, and

- j. muntin shape/size. A sample may be required.
- j. Garage Doors: provide manufacturer name, model number, hardware and color.
- k. Other improvements such as fencing, pools, etc: provide drawings for approval, as well as colors and samples as may be required.

3.4 Landscaping Plan Submittal: Two (2) sets of Final Landscape/Hardscape Plans shall be submitted at a minimum scale of 1" = 20' (one inch equals twenty feet). The landscape plans should be submitted with the Final Plans or prior to "black in," but may be submitted at a later date provided they are approved prior to driveway construction. The landscape plans shall show the proper name, size, spacing, location and quantity of all plant materials as well as an accurate plant list. A complete set of planning specifications for bed preparation, sodding and installation shall also be included. Landscape plans should include all information shown on the proposed site plan. In addition, the plans shall show final placement of all hardscape elements such as driveway, mailbox, walks, patios, walls, fountains, pools, decking, fencing, etc with appropriate spot elevations and wall fencing heights. The Final Landscape Plan shall also show the final grading and drainage for the Lot.