



Clipper Estates Homeowner Association
PO Box 3190
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985-624-2900
info@renmgt.com

CONFIRMATION OF RECEIPT

I, _____, have received the following documents from the Clipper Estates Homeowners Association's Architectural Review Committee, and agree to all of the guidelines for the construction of my new home in Clipper Estates. These guidelines will be provided to my architect and builder, and I will be responsible for their compliance to these guidelines as well.

I have received the following documents:

CLIPPER ESTATES CCR's FOR PHASE _____
CLIPPER ESTATES APPROVAL CHECKLIST
CLIPPER ESTATES DESIGN GUIDELINES
CLIPPER ESTATES MINIMUM CONSTRUCTION STANDARDS
CLIPPER ESTATES CONSTRUCTION STANDARDS CHECKLIST

The purpose of these documents is to provide to the resident, their architects and contractors with a set of parameters for the preparation of their drawings and specifications. These guidelines are intended to encourage and insure quality and therefore increase and preserve the property values of Clipper Estates. These Design Guidelines shall provide you and your Architect/Landscape Architect with a set of minimum acceptable guidelines from which to work. As with all regulations, it is difficult to anticipate every possible situation (Therefore the Architectural Review Committee may consider the merits of any project that has specific circumstances that make compliance with these guidelines cumbersome or impractical). The St. Tammany Parish Department of Development has jurisdiction over the Clipper Estates Community, and should be contacted to insure compliance with their requirements. Your Architect and Contractor should be familiar with the parish requirements. Compliance with all governmental agencies and regulations is the obligation of the lot owner.

LOT OWNER/AGENT

DATE

MINIMUM CONSTRUCTION STANDARDS

for

CLIPPER ESTATES SUBDIVISION

(NEW CONSTRUCTION & ADDITIONS TO EXISTING HOMES)

The purpose, of these standards, is to help facilitate the understanding of the HOA requirements and assure the completion of a quality home in the Clipper Estates Subdivision with minimal confusion and rework costs to the contractor and lot owner.

1. Pre-Construction Requirements
2. Landfill Requirements
3. Plan Approval
4. Construction/Inspection Requirements
5. Final Approval and Penalties

OWNER: _____ **PHONE:** _____

BUILDER: _____ **PHONE:** _____

ADDRESS: _____

APPROVED BY:

WES RENE KEN KYLE GLENN

MINIMUM PRE-CONSTRUCTION REQUIREMENTS

In order to maintain a level of visual consistency in the subdivision, the intent is for lawn/driveway elevations to be as consistent as possible. With rising foundation elevations, lowered exterior brick ledges are desirable to achieve that result. **ANY VARIATION FROM THESE GUIDELINES WILL REQUIRE WRITTEN APPROVAL FROM THE ARCHITECTURAL REVIEW COMMITTEE.**

The Landowner is responsible for all land modifications/improvements as well as compliance with the Covenants, Standards and any Governmental Regulations, and at a minimum must include the following before any work is begun:

1. The owner and/or the contractor **must sign off on**, and have a copy of the appropriate Covenants (requirements) and fully understand the requirements for the lot being developed.
2. All landscape, exterior modifications/improvements must be approved by the HOA Architectural review group and be in full compliance with the HOA Covenants for the Appropriate Clipper Estates Plot Plan Phase.
3. Full and complete construction documentation (ie. Plot Plans with elevations, House plans, Signed engineering drawings, all applicable permits, etc.) must be provided to the HOA.
4. Construction Timeline must be provided and be consistent with compliance to the other attached 7 construction phases.
5. Provisions must be made for Soil and Debris containment as per the attached Landfill requirements.

LANDFILL REQUIREMENTS

Before landfill is installed, provisions must be made for the following:

1. Soil containment must be accomplished in a way to prevent soil runoff from adversely impacting the lots of existing residences. Special care should be taken to prevent underflow on installed barriers so that soil drainage is totally contained within boundaries of the lot under construction. Soil runoff should be minimized on unoccupied lots.
2. **IT IS THE BUILDERS RESPONSIBILITY TO CLEAN THE STREET IN FRONT OF THE LOT, AS WELL AS SOIL RUN OFF ON THE ADJACENT LOTS, ON A WEEKLY BASIS.**
3. Barriers should be installed around lots under construction to minimize debris from being blown onto the adjacent lots, canals and the street.
4. It is the landowner's responsibility to see that the contractor keeps construction debris from leaving the premises and for keeping the street clean of debris and dirt from trucks entering/leaving the property.
5. The containment barriers should be of sufficient durability to be functional through the entire construction/landscaping process.
6. **Special care should be given to those adjacent residences that are occupied and have lower elevations.**
7. Final ground elevations, on all four sides of the house must be consistent with the HOA ***maximum 1ft rise per 4 ft. horizontal grading to adjacent lots.*** This also includes any driveway.
8. Canal bulkhead failures have occurred due to excessive soil and structure loadings placed too close to the canal. ARC conditions must be followed for swimming pools and terraced back yards to minimize these types of failures.
9. Construction site must be kept neat as possible with debris picked up daily.

PLAN APPROVAL

All Construction/Modification/Change Plans must be approved in writing by the Clipper Estates Architectural Review Committee, and the HOA inspector, and should include the following as a minimum.

1. Exterior house plans that shall include all areas of brick, stucco, stone, siding, appendages, out buildings, decks, pools, etc. All visible exterior surface colors including pre-painted must be approved.
2. Exterior windows, stairs, doors, etc.
3. Exterior lighting, plumbing devices, other that will be visible.
4. Any necessary Parish or other permits that are required, **including a Coastal Use Permit.**
5. Plans must allow unobstructed access to the utility right of way as well as **construction equipment access to the full length of the street drainage pipe for maintenance.**
6. Under no circumstance are these rights of ways to be infringed upon during or after construction.
7. Landscaping plans consistent with appropriate HOA covenants and to include location and types of trees, plants, shrubs, etc. as well as walkways, sidewalks, driveways and any other externally visible additions.
8. These plans upon approval shall define the finished state of the lot and buildings.
9. Plans must include any bulkheads, boathouses, etc.,
10. **Bulkheads should be installed before construction begins, and at a minimum an engineer stamped design be made available for the bulkhead prior to construction of the home beginning.**
11. **Exposed concrete on building sides shall not exceed 10 inches at the ground interface while maintaining the 4 to 1 ground elevation slope to the property line. Brick ledge must be designed accordingly.**
12. **Any changes from the original approved plans must be approved in writing BEFORE that change is installed.**
13. **IF CHANGES ARE MADE WITHOUT WRITTEN APPROVAL, A PARISH STOP WORK ORDER WILL BE ISSUED AND THE LOT OWNER/CONTRACTOR WILL BE RESPONSIBLE FOR ALL LEGAL CONSTS INCURRED.**

CONSTRUCTION/INSPECTION REQUIREMENTS

1. Construction must only proceed on the original approved plans or approved changes. An “Association Approved Project” sign must be present on the lot before construction can begin.
2. An HOA architectural committee representative is to be notified at least 48 hours before construction phases are begun and again when the phase is complete in order to inspect and assure compliance with the approved plans.
3. These Phases shall include but not be limited to:
 - a) Lot fill and containment.
 - b) Foundation **THIS IS A PRE-POUR INSPECTION**. Provide Pre-Pour Elevations to Parish and ARC.
 - c) Construction with brick ledge/elevation emphasis.
 - d) Framing (windows, doors, etc., consistent with plans)
 - e) Exterior facing (bricks, stucco, siding, etc.)
 - f) Landscaping.
 - g) Grading and driveway/sidewalk, walkway installation.
4. The HOA architectural representative is responsible to make certain that the approved designs are being followed and will make the final inspection for certification of completion of each of the above construction phases.
5. Written Inspection documentation must be generated and stored.
6. **No infringements shall be made on the utilities right of way or within 5 ft. on either side of the road drainage piping.**
7. Fences should comply with the appropriate covenants and not restrict canal views from adjacent properties.

FINAL APPROVAL/PENALTIES

1. Final approval, in writing, must be obtained before any occupancy can take place. If you move into the home prior to receiving written HOA approval, or without receiving a written HOA variance, your deposit will be forfeited, and fines will be imposed.
2. Return of deposit will be made within 90 days of Final Approval, as long as the “Association Approved Project” sign has been returned to an Architectural Review Committee member.
3. **Failure to fulfill the obligations defined by the Covenants and these standards can result in the forfeiture of Deposits and result in additional fines of up to \$100 dollars per day, followed by a lien and/or court judgement against the property until approved completion is accomplished.**
4. Final approval, in writing, shall be at a minimum made by the HOA architectural inspector (Wes Wolsefer), the Architectural Review Committee, and a member of the Clipper Estates management group (Renaissance).

ARCHITECTURAL REVIEW COMMITTEE & INSPECTOR

| <u>NAME</u> | <u>PHONE #</u> | <u>EMAIL</u> |
|----------------|----------------|----------------------|
| Wes Wolsefer | 985-960-1857 | wmwols@msn.com |
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