

GENERAL GUIDELINES FOR CONTRACTORS AND SUB-CONTRACTORS FOR CARTER PLANTATION COMMUNITY

GENERAL REGULATIONS

All builders of residences at Carter Plantation must be licensed by the State of Louisiana. At a minimum, a Louisiana residential builder's license is required. Construction workers are allowed access to and from the construction site only and are strictly forbidden from riding about Carter Plantation. Vehicles may be periodically searched to protect all Contractors and Owners from theft of materials and equipment.

The maximum hours allowed for construction personnel at Carter Plantation will be from 7:00 AM to 7:00 PM, Monday through Friday, and 8:00 AM to 5:00 PM on Saturday. No residential construction work will be performed on Sundays or national holidays.

The conduct of all workmen is the responsibility of the General Contractor. Loud cars and speeding are not permitted at Carter Plantation. All construction vehicles must be parked on the construction site. Workers are required to wear shirts and shoes when not on the job site. Workmen are not permitted to loiter about the community. Loud music from radios and disturbance of property owners or guests will not be permitted at any time.

The construction of all residences must be completed within one (1) year of the date of ARB Approval with all exceptions requiring special ARB approval. Failure to complete construction in the required time will result in liquidated damage fines of \$100 per week, to be deducted from the construction deposit. Fines exceeding the deposit amount will be added to the annual dues owed to the CPCA to attain 'good standing' upon occupancy.

Contractors must have the Owner or Architect submit all proposals for exterior changes prior to implementation of those changes. Failure to do so may result in fines. The Declaration of Protective Covenants and Restrictions for the Carter Plantation Community grant the Architectural Review Board (the "ARB") and the Carter Plantation Community Association (the "Association") the power to impose fines and/or take action to correct any exterior change made without approval or to employ persons to clean up an unacceptable lot. These expenses may be deducted from the required Construction Deposit.

While performing their duties at Carter Plantation, repeated violation of these regulations could result in the suspension of the building permit for that residence until corrective action has been taken by the Contractor. Additionally, a Contractor who repeatedly violates either the letter or "spirit" of these guidelines may be required to post a larger Construction Deposit or, in the extreme, be prohibited from working at Carter Plantation.

BEFORE CONSTRUCTION

After completing the review process and receiving Final Approval of the stake out and construction documents from the ARB, the following steps shall be followed before any lot clearing, material deliveries, or construction may begin.

ARB Approval must be obtained for all renovations and new construction. See ARB Guide for full process.

There must be a completed Construction Application Deposit and Review Application, signed by the ARB on file with the ARB, and the required deposit for new construction for improvements. Deposit reimbursements can only be returned to the issuer of the deposit check. The deposit is returned to the address on the check; therefore, it is necessary that the ARB be notified of any address changes.

Upon receipt of these required items, the ARB will review the on-site tree protection. Once the tree protection is complete, ARB Approval will be issued for the project. The receipt of this Permit does not preclude the necessity of also obtaining a Livingston Parish Building Permit. Both the Parish permit and ARB Approval are required for construction along with any additional permits that may be necessary from other agencies.

In the case of golf course lots, you may need permission from the golf course operator, particularly if you seek to alter or remove any natural vegetation within thirty feet (30') of any lot line bordering a golf course. We will advise in obtaining the latter services and approvals.

In summary, the following steps shall be completed before construction may begin:

1. Submit to the ARB, one full-size set of construction drawings with the completed Plan Review Application and construction deposit check.
2. Install tree protection prior to clearing the site. Any clearing between the setbacks and the property line requires on-site approval.
3. Obtain Approval from ARB.
4. Obtain Livingston Parish Building Permit; obtain approvals for golf course lot construction and vegetation alteration.
5. Post Building Permit at job site.
6. Place dumpster and portable toilet on job site.

DURING CONSTRUCTION

All construction at Carter Plantation will be under regular observation by the Association and the ARB.

First Inspection: The first required inspection shall occur prior to site preparation and clearing if tree removal is to occur.

Second Inspection: The second required inspection shall occur after the foundation has been formed and before plumbing lines have been installed. The Contractor shall notify the ARB at this time, and the inspection shall be conducted to ensure conformance with the approved drawings as to the location of the structure within the site.

Third Inspection: The Third Inspection shall be conducted after the completion of the home and installation of landscaping. A copy of the Final Inspection shall be sent to the Owner and Builder noting final approval or required items to be corrected.

SITE APPEARANCE

Each construction site is required to have a toilet at all times for the use of workers. It must be placed at least twenty-five (25) feet from the street in an inconspicuous location with the door facing away from the street and neighboring homes.

Fires are not permitted on residential construction sites under any circumstances. Care should be taken when loading trucks hauling trash so as not to have it spill over while in transit. Contractors shall be held responsible for trash and debris falling from construction vehicles.

It is imperative that all sites be maintained in a clean and tidy manner. All construction materials must be kept within the property lines and a clear street right-of-way should be maintained. Access to the site should be limited to the proposed driveway location. Access over/through adjoining properties is expressly forbidden.

The storage of materials should be in an inconspicuous area of the site and should be neat and orderly. The use of adjoining properties for access or storage of materials, without the written permission of the adjacent owner, is prohibited. Temporary storage structures, approved by the ARB, may be used to store materials provided the structure is minimal in size.

Storage structures may not be used as living quarters. The Board generally discourages the placement of job trailers on a residential site. In the event that the Board approves of a job trailer, a minimum-sized industry standard trailer must be used. The trailer will be required to be screened with vegetation, and must be removed once the home is "dried in."

Site cleanliness shall at all times be maintained at an acceptable level. If not so maintained, the ARB will issue a "stop work" order. A commercial dumpster shall be placed on each job site and shall be dumped when necessary. At the end of each work day, materials must be stored neatly and all trash placed in the dumpster. No trash shall be strewn about the lot or piled openly. As untidy sites present a negative image to visitors and property owners, this requirement shall be strictly enforced. Should the ARB determine, in its sole discretion, that a site is not being maintained properly, it may undertake to have it maintained properly and will deduct the cost from the Construction Deposit and/or levy additional fines.

Temporary utilities must be installed in a neat manner. The temporary power pole must be at least 15 feet from the front property line, be installed plumb, and not be used for the placement of signs. Installation of the sanitary sewer and water lines must be completed using small trenching equipment, as large backhoes may create damage to natural areas.

In summary, residential construction sites must contain the following:

1. Commercial dumpster.
2. Job toilet.
3. Temporary utilities.
4. Standard job sign (with permits).

Should construction be delayed for more than thirty (30) days, the ARB must be notified.

SITE INSPECTIONS

1. Regular Site Inspection: Regular site inspections of all construction sites will be made by the ARB or the Association. Compliance with the furnished Construction Guidelines and the permitted construction plans will be checked and reviewed on a regular basis.

2. Special Inspection: A special inspection of a specific site will be made upon receipt of a request for such an inspection which cites a specific violation.

3. Violations: Violations that are discovered at a site will be photographed and described on a preprinted

report form.

4. Notice: A notice will be sent to the Contractor for the first violation of the Construction Guidelines, requesting correction of the violation (copies will be sent to the Owner and Architect).

5. Fines: Once one notice has been sent to the Contractor, all future violations of the Construction Guidelines and all unauthorized exterior changes to the approved building plan will be photographed, written on a report form, and a fine levied against the Construction Deposit. Additional fines may be levied as well, and a copy of the report form will be sent to the Contractor, Architect/Designer, and Owner. The amounts of the fines are subject to periodic increases at the sole discretion of the ARB.

6. Each Violation: Each violation which is not corrected within ten (10) days will again be photographed, documented, and a new fine will be levied.

7. Appeals: An appeal of a fine or decision must be made in writing to the ARB within ten (10) days of issue. An appointment may be scheduled during an ARB meeting for discussion of the issue. The subsequent determination will be final and binding to all concerned.

8. Legal Action: The ARB may elect to pursue legal action if it feels that it is appropriate. The ARB will assess fines on a case-by-case basis and may pursue legal action if necessary. Any person found to be in violation of these Rules will be obligated to pay the attorney fees and costs association with all such litigation.

The above regulations are designed to enhance Carter Plantation's overall appearance to our residents and visitors. These regulations are to be used as guidelines; they are not intended to restrict, penalize, or impede construction firms who adhere to these regulations.

AFTER CONSTRUCTION

When the Construction of a residence has been completed, the owner and contractor must satisfy several requirements before applying for the Final Inspection. The construction of the residence is to be completed and the landscaping installed in accordance with the plans previously approved by the ARB.

Upon completion of construction and landscaping, all building debris shall be removed from the site and the surrounding area. The construction site sign and the temporary power pole shall also be removed. At this time, the Contractor should notify the ARB that he is ready for the Final Inspection. If Final Inspection is not requested within a year of the date of Certificate of Occupancy, the Construction Deposit will be forfeited as a fine, and notice shall be sent of items requiring correction.

As a checklist, the following items shall be completed prior to Final Inspection:

1. Complete construction.
2. Remove construction debris.
3. Remove temporary facilities, utilities, and sign.
4. Install landscaping and standard Carter Plantation mailbox.
5. Request for Final ARB Inspection.

