



BELLE TERRE LINKS HOME OWNERS ASSOCIATION

AMENDED DESIGN GUIDELINES

**FOR BELLE TERRE LINKS SUBDIVISION
(Parcels Z1 & Z2, St. Andrews Boulevard Extension)**

ST. JOHN THE BAPTIST PARISH

INTRODUCTION

Great care has been taken in the planning, design and construction of Belle Terre Links to insure a unique community with an enjoyable lifestyle. The purpose of the Design Guidelines and the CC&R's is to create a residential community having a uniform plan of development for the preservation of property values and amenities in the community.

ARCHITECTURAL CONTROL COMMITTEE

To assure that the integrity of the community is maintained as you and your neighbors construct your new homes, you will be assisted throughout the review process by the Architectural Control Committee (ACC). The ACC is currently comprised of three (3) Board members. The ACC has the authority to approve, modify or disprove site and house plans as provided by the recorded Declaration of Covenants, Conditions & Restrictions for Belle Terre Links (CC&R's). The ACC will review your new home plans. These Design Guidelines have been established to provide residents and their contractors with a set of parameters for the preparation of their drawings and specifications. These Design Guidelines are intended to encourage and insure quality and there for increase and preserve the property values of Belle Terre Links. The Design Guidelines have been prepared for your use in understanding what the CC&R's mean, as well as providing you with a set of minimal acceptable guidelines from which to work. As with all regulations, it is difficult to anticipate every possible situation. The ACC may consider the merits of any project that has specific circumstances that make compliance with the Design Guidelines cumbersome or impracticable. The St. John the Baptist Parish Permit Office has jurisdiction over Belle Terre Links subdivision and should be contacted to ensure compliance with the zoning and building code requirements. Your architect or contractor should be familiar with the St. John Parish regulations and should advise you accordingly. Compliance with all governmental agencies and regulations is the obligation of the lot owner.

DESIGN REVIEW PROCEDURE

The design review procedure has been established to ensure compliance with the requirements outlined in the CC&R's and the Design Guidelines. The design review procedure involves a submission of plans and specifications. The ACC may also require that at various stages of design and construction the project may be reviewed on your lot. Upon completing the design of your new house and site, a review of your plans shall be conducted by the ACC. This review shall serve as an indication of your Architect's/Contractor's conformance to the specific requirements as outlined in the CC&R's and the Design Guidelines.

I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE AND OF RECORD IN MY OFFICE
BY: CLERK OF COURT
PARISH OF ST. JOHN THE BAPTIST, LA
DATE: Feb. 27, 2020
51027

The ACC will establish a schedule for plan submittal, plan review and meeting with owner / contractor to discuss any questions or concerns. The established schedule will permit a timely review and allow lot owners and contractor's to accurately plan their construction schedule. Prior to beginning any construction activity, plans for review must be submitted to the ACC. Each submittal must be accompanied by a completed "Application for Approval" form, available from the ACC, a onetime processing fee of \$200.00, two (2) complete sets of drawings and specifications and exterior material samples and colors.

The ACC meets as needed to review plans and is prepared to address concerns of any property owner or contractor regardless of their stage in the review process. The owner or his contractor may attend review meetings which address design submission to expedite approval by helping to resolve any review issues. Appointments to attend review meetings must be made in advance. The review fee has been established to partially cover the expense of review and plans and related data to compensate any consultants retained by the ACC.

The Application for Approval, fee and all other material necessary for the ACC to approve a residence should be submitted to the Belle Terre Links Homeowners Association Board President.

The ACC requires that the following plans be submitted on minimum 24 x 36" sheets with the application form attached. Drawings must include the following information:

SITE PLAN

Scale: 1' = 20' (minimum)

- A. Existing topography and proposed finished grades, significant trees, unique site features, water's edge, and extreme site conditions should be located and indicated on the plan.
- B. Slab elevations must be indicated with respect to site grades and the crown of the street.
- C. Driveway, Belle Terre Links standard mailbox, sidewalks, patios, entry walks, utility meter locations and air conditioning equipment are to be located and drawn to scale.
- D. Rear deck and/or patio size and location should be indicated. If possible these should be shown on the first floor plan.
- E. The plan should illustrate all proposed structures, improvements, fencing, building lines, easements and set back lines.
- F. Landscaping can be addressed later in the Design Guidelines. You are encouraged to submit these ideas along with the site plan within the design review and submittal. Landscape requirements must be met upon completion of your home in accordance with the size, spacing and quantity of plants outlined in the Design Guidelines.

FLOOR PLANS

Scale: 1/4" = 1'-0"

- A. Decks, patios, porches, steps, materials and finishes, overhangs, chimney locations and all interior spaces should be located and drawn to scale.
- B. Orientation of the floor plan should correspond with the site plan.

BUILDING ELEVATIONS

Scale: 1/4' = 1'-0"

- A. All elevations are to articulate building materials, color, finish, window types, trim and fascia details. The proposed finish grades against the exterior elevations must be indicated along with decks and steps.

B. The exterior elevations should indicate maximum building height from first floor finish grades to the uppermost roof peak. The elevations should label roof pitch of all slopes. The maximum building height permitted is 35'. Maximum slab exposure, after landscaping, is 6" at grade.

C. The exterior elevations should be labeled to correspond with floor plans and site orientation.

DETAILS AND SCHEDULES

Scale: As Required

A. Door and window schedules may be included on the floor plan sheets.

EXTERIOR MATERIALS

A. Submit samples of colors and materials of all exterior finishes. You may submit manufacturer's sales brochure. The ACC will at times maintain a library of samples, like roofing, and it may only be necessary to state the type and color.

Upon completing the review process and prior to commencing with any site work, you must receive written approval for construction from the ACC and a building permit from St. John Parish. One set of the submitted plans will be kept as a record by the ACC and one set stamped approved and the written approval for construction will be returned to the lot owner.

The ACC will retain their record set of drawings for a period of one hundred and eighty (180) days after the date of approval. If work has not started, or the lot owner has notified for an extension within this time period, the approval will automatically expire. A re-application, with fee, and re-approval will then be necessary to begin construction.

The ACC will make periodic inspections during construction to assure compliance with the Design Guidelines. Deviations from the approved plans or the Design Guidelines defeats the purpose of the design review procedure with any violations, a written ten (10) day notice will then be issued to the lot owner or contractor to correct. If the violation has not been corrected within the ten (10) day period, the offending condition may be restrained or corrected by the ACC and the cost invoiced to the lot owner. If no violations occur prior to a final site inspection, the ACC will issue a certificate of Compliance/Occupancy. This certificate will state that the improvements were constructed in accordance with the CC&R's and the Design Guidelines.

The ACC may request the Home Owners Association Board of Directors to establish a construction deposit. The purpose of a construction deposit is to insure a clean job site, overall community appearance and that the residence and improvements are built according to the approved plans. If a violation occurs, the cost to correct could be deducted from the construction deposit. If no violations occur prior to the final inspection, the construction deposit will be returned in full.

SITE PLANNING

The siting of your new home on the lot you have selected is an important decision. The site plan developed for each residence should reflect functional needs, but also be sensitive to the site's characteristics and the neighboring homes. The yards of lake, golf course and open area lots of the neighborhood afford views of the residences from many different angles and vantage points. Therefore, it is important that the siting of each home be carefully studied to achieve the best possible site utilization, orientation and aesthetic appearance.

The ACC shall consider each site plan independently; however, careful consideration shall be given to each individual plan's impact upon adjacent home site, lakes, golf course and view corridors. Care must be taken to locate structures, whenever possible, to minimize infringement upon adjacent structures and home site.

Consideration in this regard includes the following:

1. Topography of the site.
2. Views from home site.
3. View of home site from adjacent lots, golf course or lakes.
4. Driveway access.
5. Natural amenities (vegetation, water, drainage patterns)
6. Height, bulk and mass of proposed and adjacent structures.

BUILDING SETBACKS

The St. John the Baptist Parish Planning Commission has established minimum standards for building setbacks for residential structures within St. John Parish. The setbacks required in St. John Parish, however, are not to be considered as the only setback requirements that will be considered and approved by the ACC. The ACC has established setback requirements that will ensure that the community will be pleasing in appearance when viewed from the street, lakes and the golf course. In planning a home at Belle Terre Links be familiar with all applicable setback requirements before entering the design phase of the residence.

FRONT-YARD SETBACKS

The front yard setback shall be twenty-five (25') feet. No improvements will be permitted within this setback. The front yard for corner lots shall be determined by the lot/street line with the shortest dimension. No fences are allowed within the front yard.

SIDE-YARD SETBACK

No improvements shall be located nearer than ten (10') feet to an interior side lot line, provided that no improvements shall be located up to five (5') feet to any interior side lot line as long as the improvements located on the adjoining lot are at least ten (10') feet from the same interior side lot line, thereby maintaining a setback, at all times, at least fifteen (15") feet from all improvements located on adjoining lots.

The side yard setback for corner lots shall be fifteen (15') feet for the side yard facing the side street. The side yard for corner lots shall be determined by the lot/street line with the longest dimension.

Fire place chimney structures projecting out from the side of a residence will be allowed to encroach into the required side yard area to a maximum of eighteen (18") inches.

Driveways or walkways shall have a side yard setback of three (3') feet.

Fences are the only improvements allowed within the side and rear yards (See "Fences").

REAR-YARD SETBACK

No improvement shall be located within the rear yard setback of twenty-five (25') feet from the rear lot line or lake water's edge at the normal water level. On non-lake and golf course lots, no improvement shall be located within ten (10') feet of the rear lot line. See the section on "Fences" for rear yard fencing requirements.

FRONT AND REAR STEPS

Exterior Steps at the front and rear of the structure may project past the required building setback line up to a distance of five (5') feet, provided that no stair tread projecting into the setback area is more than eight (8") inches above finish grade.

EASEMENTS

Landscaping and the construction of driveways or fencing within utility easements is Permissible, but the property owner shall be responsible if, in the future, it is necessary to replace the improvements which were removed for access to such utilities.

ARCHITECTURAL DESIGN FEATURES

One of the goals of the Design Guidelines is to encourage and foster the quality of the individual homes while insuring your ideas blend and are harmonious with the entire community. The design and construction of your new home is a very personal and exciting opportunity with a little research and by driving through other neighborhoods, you may find the perfect "look and feel" for your new home. The Design Guidelines provide you with a selection of materials and ideas that will compliment Belle Terre Links while assuring your investment is protected and enhanced as other residences are constructed around your home. The review process requires that you make a complete submission to the ACC, urging you to "think through" all the features and details of your new home.

FOUNDATIONS

The finished elevation of the first floor in your home is required by the Federal Emergency Management Agency (FEMA) standards to be a certain elevation above sea level. This elevation is determined by the St. John the Baptist Parish Engineer and may be obtained from the St. John the Baptist Parish Permit Office. The ACC requires that the minimum slab or first floor elevation of a residence be eighteen (18") inches above the crown of the street directly in front of the lot. Lots may be filled by the owner; however no lot may be filled to a level higher than eighteen (18") inches above the crown of the street fronting the lot. Thereafter, the required minimum slab or floor elevation shall be accomplished through the use of brick ledges, etc. The lot owner shall provide the ACC a grade letter signed by a licensed surveyor evidencing that these requirements have been satisfied.

HEIGHT AND MASS

No residence shall have no more than two and one half (2 1/2) stories, nor exceed thirty-five (35) feet in overall height measured from the first floor finished elevation. Depending on the lot you have purchased, you are required to construct a house of a minimum prescribed size. The size is measured as the total enclosed living space, not including garages or porches. The requirements are as follows:

INTERIOR LOTS	1,700 Square Feet Minimum
GOLF LOTS	1,900 Square Feet Minimum
LAKE LOTS	1,800 Square Feet Minimum
TWO STORY, FIRST FLOOR	1,200 Square Feet Minimum

DESIGN FEATURES

The following are among the considerations that the lot owner and design team should address when developing the design of the individual home site:

- A) **MAIN ENTRANCE** The main entrance shall be located on the front facade of the residence in a position of prominence. The entry should be sheltered on the exterior. The entry should contain more detail than other openings, but be consistent in styling. All windows and doors should be articulated with the use of shutters, flat or arch lintels, projecting sills or relief surrounds consistency of detailing on all elevations should be maintained.
- B) **EXTERIOR TREATMENTS** The exterior materials of your residence are the most visible part of the final design. The ACC will review all finish materials selections and approve them based on compatibility with the surrounding design. Materials such as brick, stucco and weatherboard are acceptable. The use of artificial fieldstone veneers, fake stone, lava rock, imitation wrought iron filigree, composition board or pressed board sidings and any other material that the Ace feels is not in keeping with the neighborhood aesthetics are prohibited. All colors shall be approved by the ACC prior to their application. A minimum number of colors should be selected: preferably a "base" color for the majority of the residence's exterior, a "secondary or trim" color for eaves, fascia, porch and balustrade railings and a "third or accent" color for shutters and other fine detailing.
- C) **ROOFS** Roof form must be well organized and demonstrate the same character on all sides of the residence. Roof shingles must be of either asphalt shingles or metal shingle style.
- D) **SOLAR PANELS** Solar panels are permitted. However, no chrome or brass frames to be used on solar panels. To keep with the aesthetics of the neighborhood, panels are only permitted on the sides and the rear of the residence.