

BY: GREENLEAVES MASTER ASSOCIATION

PARISH OF ST. TAMMANY

ACT OF DEPOSIT

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**BE IT KNOWN**, that on this the **27th** day of **January, 1995**, for the State and Parish aforesaid, duly commissioned and qualified, and in the presence of the witnesses hereinafter named and undersigned, personally came and appeared:

**GREENLEAVES MASTER ASSOCIATION**, a corporation organized under the laws of the State of Louisiana, by act dated January 17, 1985, recorded with the Secretary of State in the Record of Non-Profit corporations Book 342, domiciled in St. Tammany Parish, Louisiana, appearing herein by and through, its president, duly authorized by resolution of its board of Directors hereto attached,

WHO declared to me, Notary, that pursuant to the Act Creating Master Deed Restrictions And Covenants for Greenleaves Subdivision dated 3/15/84 as amended, Article IV, Section A, **Approval of Construction** and Article V, Section C, **Duties of Master Association**, Paragraph 7, the Greenleaves Architectural Control Committee established "Rules And Regulations For Developers, Contractors And Home builders".

Appearer further declared that he does by these presents, deposit said "Rules and Regulations For Developers, contractors and Home Builders" with, the St. Tammany Parish Clerk of courts Office for recordation in the Conveyance Records of said office to serve as occasion may demand.

done on the day and date above, above given before the undersigned competent witnesses and me, Notary, after a reading of the whole.

**WITNESSES:**

**GREENLEAVES MASTER ASSOCIATION**

Signature on file \_\_\_\_\_

BY: Signature on file \_\_\_\_\_  
PRESIDENT

Signature on file \_\_\_\_\_.

Signature on file \_\_\_\_\_  
NOTARY PUBLIC

**EXCERPT OF MINUTES OF A MEETING  
OF THE BOARD OF DIRECTORS  
OF GREENLEAVES MASTER ASSOCIATION  
HELD JANUARY 3, 1995**

**BE IT RESOLVED**, that the Greenleaves Master Association cause to be recorded in the conveyance Records of the St. Tammany Parish Clerk of Court's Office the "Rules and Regulations For Developers, contractors And Home builders" which were prepared by the Greenleaves Architectural control Committee.

And in order to accomplish such purpose, and for any other purpose, that the said President of this corporation is authorized and empowered to execute on behalf of Greenleaves master Association before any Notary Public, an Act of Deposit containing such terms and conditions as such officer in his absolute discretion may deem necessary and advisable.

**BE IT FURTHER RESOLVED**, that the said officer of this corporation be an he is hereby authorized and empowered, for and on behalf of this corporation, to appear before any Notary Public to do any and all things necessary, in his sole and uncontrolled discretion, to carry out the intent and purposed of this resolution.

**CERTIFICATE**

I hereby verify that the above and foregoing is a true and correct excerpt of minutes taken at a meeting of the **Board of Directors** of said corporation held on **January 3, 1995**, at which a quorum was present and voting.

**IN FAITH WHEREOF**, witness my official signature at Mandeville, Louisiana, this 27 day of **January, 1995**.

**ATTEST:**

Signature on file  
**SECRETARY**

**AMENDMENTS**

**GREENLEAVES SUBDIVISION**

**RULES AND REGULATIONS FOR DEVELOPERS, CONTRACTORS,  
AND HOME BUILDERS**

Prepared by  
Greenleaves Architectural Control Committee

July 10, 1984  
July 24, 1984  
April 30, 1985  
June 3, 1986  
September 9, 1986  
January 6, 1987  
April 21, 1988  
October 1, 1988  
December 18, 1990  
January 21, 1992  
June 15, 1993  
May 13, 1994

4.1.1 of Section 4 (CONSTRUCTION REQUIREMENTS AND PROCEDURES) under the heading entitled "Roadway and Utilities Construction" is hereby amended to read as follows:

4.1.1 The surface of public roadways shall be constructed of concrete. Within a subdivision of land, the surface treatment shall be uniform and consistent, except that at the entrance of a subdivision a transition strip of colored surface molded concrete extending the entire width of the intersecting street for a length not less than eight (8') feet from the property line back into the subdivision shall be installed.

**This amendment to be effective as of July 10, 1984.**

6.4.2C of Section 6 (Plans and Specifications for Site Work) under the heading entitled "Illumination" is hereby amended to read as follows:

6.4.2C Lighting-Between Standards - In order to achieve the average light levels required, a ratio of not more than 10 to 1 shall be maintained between areas of maximum and minimum light levels.

**This amendment to be effective as of July 24, 1984.**

GREENLEAVES DEVELOPMENT  
ARCHITECTURAL CONTROL COMMITTEE

8.1.3 Accessory Building and Uses.

- a. A subordinate building or a portion of the main building, the use of which is incidental to that of the main building of land not used for a place of habitation. An accessory use is one which is incidental to the main use of the premises. Examples may be; greenhouses, storage buildings, sheds, gazebos etc.
- b. Garages and carports attached or detached will be considered as part of the main building, and must follow all set backs and regulations as such. They are not accessory buildings.
- c. Accessory buildings shall not occupy more than five percent (5%) of the required rear yard setback area.
- d. Accessory buildings shall be located no closer than 10 feet from rear and side property lines.
- e. Accessory buildings on corner lots must be set back a minimum of 20 feet from the street side property line.
- f. Accessory buildings shall be limited to one story in height, with a maximum height of 20 feet to the highest point of the roof. Loft or mezzanine storage areas shall be limited to fifty percent (50%) of the ground floor area.
- g. Architectural style, proportions, and materials of accessory buildings shall match that of the primary structure. Plans must be submitted as per Section 7.

**This amendment to be effective as of April 30, 1985.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

7.2.5 of Section 7 (PLANS AND SPECIFICATIONS - STRUCTURES) under the heading entitled "Standards of Approval" is hereby amended to read as follows:

7.2.5 GACC field inspector will have full authority to stop construction of any project that is not in compliance with approved documents or these requirements, and may require corrective action regardless of the stage of construction. This included, but is not limited to, the right to deny occupancy may be imposed in addition to the fines and assessments provided for in the Master Deed Restrictions and Covenants, article V, paragraph C, subsection 4. A decision of the field inspector may be appealed to the GACC.

**This amendment is to be effective as of June 3, 1986.**

9.2.3 of Section 9 (ADMINISTRATION AND ENFORCEMENT) under the heading entitled "Complaints of Violations".

9.2.3 Failure to correct or cease violations immediately may result in revocation of the certificate to proceed. This sanction includes, but is not limited to, a denial of occupancy in completed projects as provided in 7.2.5 above, and the fines and assessments provided in the Master Deed Restrictions and Covenants, article V, paragraph, C, subsection 4.

**This amendment to be effective as of June 3, 1986.**

GREENLEAVES DEVELOPMENT  
ARCHITECTURAL CONTROL COMMITTEE

6.1.1g of Section 6 (PLANS AND SPECIFICATIONS FOR SITE WORK) under the heading entitled "Plot Plans and Specifications" is hereby amended to read as follows:

6.1.1g Elevation of street crown, ditch, existing grade, proposed first floor elevation.

**This amendment is to be effective as of September 9, 1986.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

9.4 of Section 9 (ADMINISTRATION AND ENFORCEMENT) under a new heading entitled

“Schedule of Fees for Violations” is hereby amended to read as follows:

9.4 Schedule of Fees for Violations

9.4.1 Application for Variance:

- a. no fee if variances applied for when plans are submitted.
- b. \$150.00 - for a variance requested after construction has begun.

9.4.2 Violation of permits: \$500.00 for starting any clearing or construction without approved permits: or making changes without prior approval.

9.4.3 Removal of “Stop Work” order without approval - \$100.00.

9.4.4 For nailing signs to trees - \$100.00. A warning letter will be sent. After seven (7) days the sign will be removed and the fine imposed.

9.4.5 Any culvert or catch basin destroyed by equipment must be replaced at the expense of the builder.

9.4.6 For legally authorized fires left unattended and reported by the fire department or guard service. This fine will be equal to the cost of the damage incurred, cost to extinguish the fire, and the cost of all damages to other lots or residences to include replacement of significant trees - \$500.00 minimum.

9.4.7 For non-existing trees that were indicated on the plot plan when permit was issued - \$50.00 per tree, fine to begin at time of final grading.

**This amendment is to be effective as of January 6, 1987.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE



9.4 of Section 9 (ADMINISTRATION AND ENFORCEMENT) entitled "Schedule of Fees for Violations" is hereby amended to read as follows:

9.4 Schedule of Fees for Violations

9.4.8 For failure to have a portable toilet on site from the time the slab is completed until such time as permanent sanitary facilities become available - \$10.00 per day.

9.4.9 Working without a permit - \$100.00 per day.

9.4.10 Hand clearing without permission - \$100.00 per day.

9.4.11 For improper use of a metal track vehicle, to include evidence of such use (i.e., tracks outside footprint of house or driveway - \$500.00.

**This amendment is to be effective as of April 21, 1988.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

AMENDMENT DATED OCTOBER 1, 1988  
Not on File

3.2.5 of Section 3 (SITE CLEARING REQUIREMENTS) under the heading entitled

“Individual Lots and Project Sites” is hereby amended to read as follows:

3.2.5 Plans submitted must show the direction of surface water run-off after all grading has been completed. It is a requirement that no surface water run-off shall flow to an adjoining lot; therefore, a lot shall be graded to facilitate surface water run-off from the rear of the lot to the nearest swale or drainage servitude adjacent to the lot to the extent reasonable possible.

**This amendment to be effective as of December 18, 1990.**

9.1.4 of Section 9 (ADMINISTRATION AND ENFORCEMENT) under the heading entitled “Violations and Deposits” is hereby amended to read as follows:

9.1.4 In order to assure that the swale ditches are not disturbed, a Deposit for Drainage in the amount set forth below, in the form of a bank letter of credit, or a check drawn on a solvent banking institution; payable to the Greenleaves Master Association is required at the time that the initial building permit application is submitted. This deposit is required in order to assure that the drainage through the swale (including culverts) adjoining the lot works in accordance with the approved drainage improvements have been completed and the lot has been graded and grassed, and upon request to the Greenleaves Architectural Control Committee (GACC), an inspection will be made to determine the acceptability of the culvert(s) and swale(s). If the drainage is not constructed as approved, or, in the sole judgment of the Greenleaves Architectural Control Committee, the drainage improvements do not perform satisfactorily, a written notice will be sent advising that the drainage improvements must be constructed as approved, or as modified, within a time period stated in the notice. Failure to perform the work required in the notice within the time stipulated, will result in the work being performed by others and charged against the drainage deposit. If after the drainage improvements have been constructed to the satisfaction of the GACC, there is a balance on deposit, the balance will be released within a period not to exceed 90 days from date of satisfactory inspection. If the cost for constructing or modifying the drainage improvements exceed the amount on deposit, a statement itemizing the cost for the drainage improvements will be sent by certified mail to you, and to bank, if a letter of credit has been posted, and payment shall be made within 7 days of receipt of the statement. Failure to pay the amount due timely will result in lien (special assessment) being filed against the applicant and the lot and, if applicable, a call made to the issuing bank under the letter of credit.

Deposit Amount:

1 Lot	\$ 500.00
2 - 5 Lots	\$1,000.00
More than 5	\$2,000.00

**This amendment is to be effective as of December 18, 1990.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

9.4 of Section 9 (ADMINISTRATION AND ENFORCEMENT) entitled "Schedule of Fees for Violations" is hereby amended to read as follows:

9.4 Schedule of Fees for Violations

9.4.12 The fees for violations as set out in this section shall be doubled for each subsequent violation of the same violation by the same Contractor or Builder except with respect to variances.

**This amendment is to be effective as of January 21, 1992.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

9.1.4 of Section 9 (ADMINISTRATION AND ENFORCEMENT) under the heading entitled "Violations and Deposits" is hereby amended to read as follows:

9.1.4 In order to assure that the swale ditches are not disturbed, a Deposit for Drainage in the amount set forth below, in the form of a bank letter of credit, or a check drawn on a solvent banking institution; payable to the Greenleaves Master Association is required at the time that the initial building permit application is submitted. This deposit is required in order to assure that the drainage through the swale (including culverts) adjoining the lot works in accordance with the approved drainage improvements have been completed and the lot has been graded and grassed, and upon request to the Greenleaves Architectural Control Committee (GACC), an inspection will be made to determine the acceptability of the culvert(s) and swale(s). If the drainage is not constructed as approved, or, in the sole judgment of the Greenleaves Architectural Control Committee, the drainage improvements do not perform satisfactorily, a written notice will be sent advising that the drainage improvements must be constructed as approved, or as modified, within a time period stated in the notice. Failure to perform the work required in the notice within the time stipulated, will result in the work being performed by others and charged against the drainage deposit. If after the drainage improvements have been constructed to the satisfaction of the GACC, there is a balance on deposit, the balance will be released within a period not to exceed 90 days from date of satisfactory inspection. If the cost for constructing or modifying the drainage improvements exceed the amount on deposit, a statement itemizing the cost for the drainage improvements will be sent by certified mail to you, and to bank, if a letter of credit has been posted, and payment shall be made within 7 days of receipt of the statement. Failure to pay the amount due timely will result in lien (special assessment) being filed against the applicant and the lot and, if applicable, a call made to the issuing bank under the letter of credit.

Deposit Amount:

Per Lot           \$ 500.00

**This amendment is to be effective as of June 15, 1993.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE

SECTION 4 - CONSTRUCTION REQUIREMENTS AND PROCEDURES

PARAGRAPH 4.2 - PROTECTION OF EXISTING CONDITIONS IS HEREBY AMENDED BY

ADDING THE FOLLOWING SUB-PARAGRAPHS:

- 4.2.11 No signs or other objects are allowed at the Greenleaves entrance, exit or any sides the length of the boulevard at anytime including Greenbelts, except as provided in 4.2.17 below.
- 4.2.12 Signs will be permitted in front of each parcel entrance on weekends only. Signs may be posted no sooner than 6 p.m. Friday and must be removed no later than 6 p.m. Sunday.
- 4.2.13 A sign may be no larger than 24" x 18" attached to its' own stake.
- 4.2.14 No sign will be allowed to be posted to a street sign, stop sign, subdivision sign, fence, tree, landscaped areas of an entrance island or anything other than its own individual stake. This applies throughout Greenleaves Subdivision.
- 4.2.15 Signs advertising a single or few items for sale will not be permitted. (i.e. a car, a washer/dryer, animals, boat, etc.)
- 4.2.16 Directional signs within each individual parcel association may be permitted but should be determined by your own individual parcel association President.
- 4.2.17 Real estate signs must be professionally displayed, limited to one per house displayed only in the front or side yard.
- 4.2.18 Garage, sample, yard, carport or any other sales of similar description may include only address and time of sale.
- 4.2.19 Political signs are not allowed at any time.
- 4.2.20 If signs are in non-compliance with the rules and regulations of the GACC and/or signage guidelines, the GMA has the right to remove and discard these materials.

**This amendment is to be effective as of May 13, 1997.**

GREENLEAVES ARCHITECTURAL  
CONTROL COMMITTEE