

RED OAK RIDGE
DESIGN GUIDELINES

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**RED OAK RIDGE
ARCHITECTURAL CONTROL COMMITTEE
GUIDELINES**

PURPOSE OF THIS DOCUMENT

This design guidelines manual has been created to describe the design criteria and approval process for the Red Oak Ridge community. It is intended for use by owners, architects, builders and contractors to assist in the design and construction of improvements in this community and to describe the systematic review process for all projects.

1.0 GENERAL GUIDELINES

1.1 Statement of Theme/Philosophy for Red Oak Ridge. When the designers began planning development of the Red Oak Ridge property, they realized that the inherent beauty of this development should be preserved to make this new community a very special place. The development derives its beauty from its rolling topography, mature hardwood forests, lakes, ponds and the beautiful vistas.

The challenge to the development team was to develop a unique planned community which would preserve to the greatest extent possible the natural environment of this site. To that end, many innovative land planning and engineering techniques were employed at Red Oak Ridge. The street system in Red Oak Ridge was designed around trees and other natural features, resulting in reduced grading requirements and increased preservation of existing vegetation. A community-wide storm water management system was developed by creation of the lakes on the site, thereby protecting water quality in streams and lakes downstream from the area. Buffers around natural drainage ways were established to aid further in storm water runoff control.

Some of the grandest homes in and around the lakes will be designed and built by architects and master builders on the estate-sized lots. It is the goal of the developer, the Property Owners Associations, builders and the residents of Red Oak Ridge to preserve the character created for this special community.

1.2 Community Goals and Objectives. The Architectural Control Committee's goal is to encourage appropriate architectural design which blends with the surroundings of Red Oak Ridge and is sensitive to environmental factors. New construction should reinforce this community's identity and should contribute to the beauty and harmony of the community. The highest quality in design, materials and workmanship should be evident in all construction in Red Oak Ridge.

To preserve the values and character of Red Oak Ridge, design guidelines have been established. The design objectives described in the guidelines will support the community goal of maintaining a unique and environmentally sensitive community.

Generally, the guidelines require that buildings be unobtrusive in form and color and complementary to their natural setting. This philosophy will support the creation of a homogeneous community in a natural setting free from discordant architectural styles and obtrusive colors. The guidelines require that each building be treated not as an individual architectural entity, arbitrarily placed on its lot, but rather as a carefully planned addition to the community setting. To preserve the overall character of the community, the architectural controls for Red Oak Ridge extend beyond the building walls to include the entire site.

1.3 Amendments. From time to time, amendments to the design guidelines may be deemed necessary by the Red Oak Ridge Architectural Control Committee. Such amendments, if approved by the Committee, will not affect covenanted standards for lots previously recorded. Suggestions and recommendations for amendments from all sources are welcome, and each suggestion will be given appropriate consideration by the Architectural Control Committee. The Property Owners' Association documents describe the procedure for adopting amendments.

2.0 ARCHITECTURAL CONTROL COMMITTEE

2.1 Purpose. The purpose of the Red Oak Ridge Architectural Control Committee is to review and approve plans for new construction and additions. Committee approval of plans is based on aesthetic consideration and compatibility with the environment and the community.

2.2 Members. The Architectural Control Committee consists of at least three members appointed pursuant to the provisions of the Declaration of Covenants and Restrictions of Red Oak Ridge filed December 11, 1998 in the Office of the Circuit Clerk of Garland County, Arkansas, and any and all amendments thereto.

Members eligible for appointment to the Committee may include members of the development team, homeowners and builders. Current members are:

1. Tom Russell
2. Jack Larrison
3. David Sargent
4. Joe White, Jr.

Members are appointed by the owner/developer and serve a term of one year.

2.3 Committee Meetings. The Architectural Control Committee holds regular meetings twice monthly on the second and fourth Wednesdays at 12:00 noon at the Red Oak Ridge Marketing office. Such meetings may be canceled or rescheduled by the Developer.

Should the time and place of the regularly scheduled meetings change, all current prospective home builders with applications pending will be notified accordingly by telephone or in writing as soon as possible before the regular meeting date.

During the active development period, prospective home builders may, by contacting Red Oak Ridge Marketing Office, request a special meeting of the Architectural Control Committee to review plans. Such requests should be limited to cases in which construction schedules would be delayed by waiting for the regularly scheduled meetings.

2.4 Fees. An application fee of \$50 will be assessed for all residential applications, if determined by developer and a fee of \$100 will be assessed for all commercial applications. Fees must be paid to the Red Oak Ridge Property Owners Association with the submission of the application and plans.

3.0 REVIEW PROCEDURES

3.1 Preliminary Conference. Prior to formal submission of plans to the Architectural Control Committee, it is strongly recommended that prospective home builders or general contractors request a preliminary conference with a member or members of the Committee. Such conferences, which may be arranged by contacting any committee member, will provide prospective home builders an opportunity to present their project concepts and objectives and receive comments from the Architectural Control Committee prior to pursuing final design.

3.2 Plan Submission and Approval. Two complete sets of construction plans shall be submitted along with the application for approval of residential and commercial construction (Appendix A). Applicants' plans, application, and specifications must be delivered to the Red Oak Ridge office at least five working days before the next scheduled Architectural Control Committee meeting. The plans and application will be reviewed at the next regular meeting of the Committee. If these documents are approved, the applicant will receive written notification of the approval along with one set of plans bearing the Committee's seal. One set of approved plans will be retained in the files of the Architectural Control Committee. If the applicant's plans are not approved, written notice indicating the reason for denial will be given. If the Architectural Control Committee shall fail to approve or disapprove any plans within thirty (30) days after submittal, such plans shall be deemed not approved. If an application is denied, the applicant may request a meeting with a member or members of the Architectural Control Committee to discuss design changes that may lead to Committee approval. During the active development period all applicants will be notified of the Committee's action no later than five working days after the Committee meeting date. All applications and plans approved by the Architectural Control Committee are valid for 24 months.

3.3 Plan Requirements. All plans submitted to the Architectural Control Committee for review must include the following information:

1. A site plan at a scale of 1" equals 20' or larger showing:

- * streets
- * wooded areas
- * proposed building location
- * building footprint
- * driveways
- * swimming pools
- * walls and screens
- * terraces and decks
- * parking areas
- * walks
- * any other accessory uses
- * property lines
- * lot corner elevations
- * utility easements
- * areas of cut and fill
- * site lighting
- * drainage paths
- * fences

2. A floor plan showing major dimensions and openings at a scale of 1/8' equals 1' or larger. The roof plan may be illustrated as dashed lines over the floor plan.

3. Elevation plans showing the proposed building indicating mass, shape and major exterior materials, colors, wall sections and foundation plan. Elevations, floor to floor heights and roof pitch are required for all sides of the structure. (Elevations must indicate actual house on proposed site)

4. Foundation plan showing major dimensions at a scale of 1/8" equals 1' or larger.

5. Landscape plan showing proposed planting areas w/plant sizes, names and quantities. Fences, walls, railings, accessory buildings and structures are required to have elevations at a scale of 1/8" equals 1' or larger.

3.4 Changes During Construction. If changes to an approved plan become necessary during construction, a request indicating the change or changes shall be submitted to the Architectural Control Committee. The review process for changes will be the same as that for initial plan approvals. The applicant will be notified of the Committee's decision within five working days after the Committee meeting date.

Minor changes may be approved by the chairperson of the Architectural Control Committee rather than a meeting of the full Committee. The Chairperson shall determine if a change is minor and shall notify the applicant of the approval or disapproval of the change within five working days after meeting with the applicant.

4.0 ENFORCEMENT

4.1 Authority of the Architectural Control Committee. The Architectural Control Committee is authorized by the Property Owners' Association to approve or disapprove all plans for new construction, remodeling or additions in Red Oak Ridge. The Committee reserves the right to disapprove a plan for purely aesthetic reasons.

4.2 Enforcement Procedures. The design guidelines and covenants are administered to accommodate individual tastes and to encourage design flexibility. However, in the event of construction which, in the opinion of the Architectural Control Committee, abuses the standards or covenants, the Committee will recommend legal enforcement. The Architectural Control Committee shall have the right to enforce, by any legal means, all restrictions, conditions, reservations and requirements imposed by the provisions of these architectural guidelines.

5.0 UNIQUE COMMUNITY ELEMENTS

5.1 Designated Green Areas. These areas are recorded on the final subdivision plats and are to be controlled and maintained by the Red Oak Ridge Property Owners Association. The lot owner may not alter or construct in these designated green areas. Requests to landscape or otherwise modify a designated green area should be submitted in writing to the grounds chairperson of the Red Oak Ridge Property Owners Association.

5.2 Jogging Trails. These trails are designed within the designated green areas and will network with sidewalks along the collector streets. The primary purpose of these trails will be for pedestrian traffic. All motorized traffic is prohibited.

5.3 Lakes. The lakes are provided for enjoyment to all residents of Red Oak Ridge. No motorized boats are allowed. Electric trolling motors are allowed. Private docks are not allowed.

6.0 GENERAL REQUIREMENTS

6.1 Construction Traffic. During the active development period, a construction road may be provided to accommodate construction traffic through the individual neighborhoods of Red Oak Ridge. After the active development period, the developer will determine the most satisfactory routing for construction traffic.

6.2 Temporary Facilities. During construction, temporary offices, storage sheds, portable toilets, trailers, parking areas, access roads, fences, etc. must be located as inconspicuously as possible on the lots. Temporary construction facilities shall be removed promptly when they are no longer required.

6.3 Maintenance. Each owner, builder and/or occupant of a site shall maintain buildings, improvements, landscaping and grounds in a safe, clean, orderly condition, free of any accumulation of rubbish, trash or litter. Waste containers are required on all sites. Construction debris must be cleaned up at the end of each day.

6.4 Erosion and Sedimentation Control. Prior to grading on any lot, the necessary sedimentation and erosion control measures shall be in place. Silt fence is required around all graded areas on the down slope side of the lot. Local sedimentation and erosion control codes shall be followed throughout the construction period. Lots which have lake and watercourse frontage will be closely monitored for sedimentation during construction.

6.5 Utilities. No permanent water, sewer, gas, electric, telephone, cable TV or other service line shall be constructed, placed or maintained within the Red Oak Ridge community unless it is placed in underground conduits or cables and buried or otherwise concealed. No facility for alternative sources of energy (solar, wind, bio-mass, or other) or TV or other signal reception device (antenna, dish) shall be erected without the consent of the Architectural Control Committee. All utility construction must meet State and local codes.

6.6 Signs. The sign system for the entrance, amenity areas and streetscape in Red Oak Ridge has been carefully coordinated. The developers have designed a sign system that allows for safe, efficient movement throughout the community without interfering with the natural beauty of the site. Therefore, no signs may be erected on any lot or common area without approval of the Architectural Control Committee. All commercial development must submit signage design for approval. This restriction includes lot number signs, real estate sales signs and builder/contractor identification signs.

6.7 Mailboxes. All mail and newspaper vaults must meet Architectural Control Committee approval.

6.8 Trash Collection. The County of Garland Sanitation Department or the City of Hot Springs will pick up trash containers at each residence. Placement of trash receptacles on the streets for collection is required. The trash containers must be removed from the street the same day as the collection occurs.

6.9 Parking Lots. Parking lots must be screened from neighboring streets by use of berms and shrubbery. Parking lot lighting should be designed as to not allow any excess light to encroach out of the property boundary.

6.9a Satellite Dish. The 18" satellite dish is approved with the requirements that: 1) It be installed 25' back from front elevation with side application, 2) Installed in rear of home anywhere or 3) On roof, installations are limited to rear of home behind ridgeline. All installations must not be visible from front street/or both streets if corner lot.

7.0 SPECIFIC LOT REQUIREMENTS

7.1 Clearing and Grading. To preserve the natural beauty of Red Oak Ridge, excessive clearing and grading should not be performed on any lot. Deep cuts and excessive fill areas are discouraged. Debris from clearing and grubbing operations shall be removed promptly from the site. On-site burning in clearing and grubbing operations is prohibited in the residential neighborhoods. Grading should be accomplished in a manner which will prevent ponding or soil erosion on the site or on adjacent property.

7.2 Tree Preservation. To maintain the natural beauty of Red Oak Ridge, existing vegetation must be preserved as much as possible. No trees shall be removed or destroyed on any lot prior to approval of construction plans by the Architectural Control Committee. Trees which are preserved shall be protected to the greatest extent practical from damage during building construction. Barricades or fencing are strongly recommended to prevent root compaction. Placement of dirt stockpiles or construction materials under the tree canopy is discouraged. Trees which do become damaged during building construction should be treated as soon as possible.

7.3 Landscaping. In keeping with the Red Oak Ridge development goal to preserve the natural character of the area, all installed plant materials and other landscape elements should harmonize with the existing natural setting. Maintenance of lots in their natural state, with lawn areas developed in and around existing vegetation is encouraged. Landscape plans should provide screening for garage entrances, parking areas, and other service areas visible from the street or adjacent lots. All new trees shall be guaranteed by the builder or landscape contractor to remain healthy for a period of 12 months from date of planting. A landscape plan must be submitted with the initial application for construction plan approval with location, size and quantity of plant material. The minimum planting must occur within 30 days from obtaining an occupancy permit or from the point of completion of all exterior finishes of the residence. A minimum of (15) shrubs - 5 gallon and (2) trees 10'-12' height; solid sod front and side yard for Gardens Gate and a minimum of (20) shrubs - 5 gallon and (3) trees 10'-12' height; solid sod front and side yard for Dellmere and Red Oak Circle. Commercial developments must meet city code requirements with solid sod in all major use areas. Trees shall exceed 3" caliper and shrubs shall be a majority of 5 gallon in size. Irrigation is required for all commercial development.

7.4 Exterior Accessory Structures. All exterior accessory structures such as fences, decks, arbors and lights must be approved by the Architectural Control Committee. For new construction, these structures must be shown on the applicant's construction plans. For additions or renovations, applications and plans shall be submitted to the Architectural Control Committee according to the same process used for new construction approval.

In general, fencing will be reviewed on a case-by-case basis and shall be allowed only where a specific functional or aesthetic purpose is achieved. Woven metal or chain

link fencing is prohibited. No fencing will be allowed within 50 feet of any lake or pond or within 5 feet of any private drive easement. Fencing shall be allowed only in the primary land mass of any lot. Fences shall not extend into the front yard of any house. Fence height must be appropriate for the fence type and should maintain a reasonable scale to the house. All residential privacy fencing must be constructed at or behind the front building line. No fencing along view corridors. Wrought iron fencing on lots will be considered on a case by case basis. Fencing and any other accessory structures shall comply with local and State codes. The Committee may adopt a minimum fence standard for lots backing collector, and arterial streets.

7.5 Driveways. To reinforce the quality of Red Oak Ridge, the use of paving stones, asphalt and brick paving in driveways is encouraged. All driveways must be diamond blade saw cut at street curb. Driveway placement, design and paving material are subject to the approval of the Architectural Control Committee.

No fence, wall, hedge, shrub, exterior light or grade which may obstruct vehicular sight distance shall be permitted at any driveway where it connects to the street.

Screening of electric transformers and irrigation RPZ backflows is required. Yard ornaments must be approved by Architectural Control Committee. Berming of front yards must be approved.

8.0 RESIDENTIAL BUILDING REQUIREMENTS

8.1 Minimum Square Footage Requirements. The minimum square footage requirements will be established by the subdivision documents filed with each neighborhood or commercial area.

8.2 Colors and Textures. In keeping with the Red Oak Ridge's community image as a neighborhood of compatible architectural styles, materials and colors which blend harmoniously with the natural setting, obtrusive or inappropriate colors and textures which would draw attention to specific buildings or structures shall not be allowed. Information regarding colors and textures for all construction is required on the application submitted to the Architectural Control Committee. The Committee shall determine the appropriateness of colors and textures for all construction.

8.3 Exterior Building Materials. Exterior veneer of brick or stone is encouraged in Red Oak Ridge. Wood siding may be used with specific approval of the Architectural Control Committee. The use of metal or steel siding is prohibited. Vinyl siding will be allowed in certain neighborhoods for soffit/fascia, friezeboard and dormers only. Vinyl windows are limited to certain neighborhoods also. These neighborhoods are available from the Developer upon request. Exposed concrete blocks, prefabricated metal buildings, simulated brick, unnatural brick tones and bright aluminum windows and doors will not be permitted unless specifically approved by the Architectural Control Committee. Certain neighborhoods will be limited to wood or wood clad windows. These neighborhoods will

be determined by the Developer and amended as necessary. Commercial developments must submit all materials for approval. Metal buildings are not allowed.

8.4 Roofs. No flat roofs shall be allowed without specific permission from the Architectural Control Committee. Roofs shall be finished with materials harmonious with the surroundings and of a muted color. Dimensional or textured shingles are the minimum standard for roof finishes.

8.5 Construction Hours. Construction work is prohibited on Sundays and between 7:00 p.m. and 7:30 a.m. Monday through Saturday, unless prior approval is granted.

8.6 Miscellaneous. Damage to and restoration of the sidewalks, street lights, etc. is the responsibility of the property owner during construction.

Construction radios and noises must be kept so as to not interfere with the peace of nearby residents.

9.0 NEIGHBORHOOD/SUBDIVISION BUILDING REQUIREMENTS

Red Oak Circle

<i>Roof Pitch:</i>	10"/12" Minimum
<i>Windows:</i>	Wood or Wood Clad Required
<i>Chimney & Fireplace Finish:</i>	Brick, Stone, or Dryvit Required
<i>Minimum Square Footage:</i>	One Level: 3,000 Multi-Level: 3,800
<i>Setbacks:</i>	Refer to Bill of Assurance

Gardens Gate

<i>Roof Pitch:</i>	9"/12" Minimum
<i>Windows:</i>	Wood or Wood Clad Required
<i>Chimney & Fireplace Finish:</i>	Brick, Stone, or Dryvit Required
<i>Minimum Square Footage:</i>	One Level: 1,800 Multi-level: 2,000
<i>Setbacks:</i>	Refer to Bill of Assurance

Dellmere

<i>Roof Pitch:</i>	10"/12" Minimum
<i>Windows:</i>	Wood or Wood Clad Required
<i>Chimney & Fireplace Finish:</i>	Brick, Stone or Stucco Required
<i>Minimum Square Footage:</i>	One Level: 3000 Multi-level: \$3800
<i>Setbacks:</i>	Refer to Bill of Assurance

NOTE: The following applies to all neighborhoods

- 1) All Metal Soffit, Fascia & Friezeboard shall be a minimum of .019” thickness***
- 2) All Vinyl Soffit, Fascia & Friezeboard shall be a minimum of .042” thickness***
- 3) On Brick Homes a Soldier Brick Course is required above all windows and doors and along horizontal frieze boards.***
- 4) Synthetic Stone is not allowed throughout development.***
- 5) Interior grids between glass are not allowed unless pre-approved by the ACC.***
- 6) Texas or Western king size brick not allowed unless preapproved.***
- 7) Vertical siding is not allowed on porch beams or on headers.***

Appendix A

RED OAK RIDGE
ARCHITECTURAL CONTROL COMMITTEE
RESIDENTIAL APPLICATION

To: Red Oak Ridge Architectural
Control Committee
140 Red Ridge Blvd.
Hot Springs, AR 71913

Date Submitted:

Lot # _____ Block # _____

Street Address: _____

Lot Owner: _____

Address: _____

City: _____ STATE _____ ZIP _____

Phone: (H) _____ (O) _____

Proposed Builder: _____

Address: _____

City: _____ ST _____ ZIP: _____

Phone: (H) _____ (O) _____

New Construction _____ Remodeling/Addition _____

This submission is for final approval of: (See Checklist provided)

_____ Site Plans _____ House Plans _____ Landscape Plan

Style Description: _____

Expected Start Date/Completion Date: _____

Setbacks in Feet (facing from street): _____

_____ Front: _____ Rear: _____ Left: _____ Right: _____

1. Sq. Ft.: Per Floor: _____

Total Square Feet: _____

2. Unfinished Location(s): _____

3. Decks: _____

4. Extra Features: _____

5. Exterior Materials Specifications: _____ Color and Manufacturer: _____

Walls: _____

Roof: _____

Windows\Glass: _____

Doors: _____

Chimney: _____

Other: _____

6. Landscape Specifications: (Attach Landscape Plans)

Materials

Color

Fences: _____

Walls: _____

Driveways: _____

Other: _____

Plants/Trees: _____

I (we) certify that I (we) have reviewed the Red Oak Ridge Covenants and the Development Standards and I (we) agree not to make any changes in exterior plans and colors submitted or to make any exterior additions without written permission from the Architectural Control Committee.

Owner/Developer: _____ Date: _____

Contractor: _____ Date: _____

Appendix B

Checklist for Plan Approval Red Oak Ridge

1. House Plans (**2 sets of plans**)

- Floor Plans
- Foundation Plan
- Wall Sections
- Roof Plan
- Elevations North, South, East, West (Show Proposed and Existing Grades)

2. Plot/Site Plans (by Registered Engineer)

- Building Setbacks
- Driveways
- House
- Easements
- Drainage Paths - Existing and Proposed
- Proposed Walls, Fences, Buildings, Etc.

3. Landscape Plan:

- Property Lines
- House
- Driveways, Walks
- Fence (Elevation Required)
- Shrub beds with plant (Size and Quantity)
- Accessory Structures (Elevation Required)