

# WILDWOOD PLACE

**Design Guidelines**

Effective Date  
July 29, 2014

## **Wildwood Place**

### **RESIDENTIAL DESIGN GUIDELINES**

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**WILDWOOD PLACE  
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 Wildwood Place community. It is intended for the use of 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 Wildwood Place.** When the designers began planning development of the Wildwood Place 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 gently rolling topography, mature hardwood forests and natural meandering streams.

The challenge to the development team was to develop a uniquely 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 Wildwood Place. A community-wide storm water management system was developed by creation of ponds and riffles, 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.

It is the goal of the developer, the Property Owners Associations, builders and the residents of Wildwood Place 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 Wildwood Place 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. High quality in design, materials and workmanship should be evident in all construction in Wildwood Place.

To preserve the values and character of Wildwood Place, 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. 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 Wildwood Place extend beyond the building walls to include the entire site.

**1.3 Amendments.** From time to time, the Wildwood Place Architectural Control Committee may deem amendments to the design guidelines necessary. 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.

## **2.0 ARCHITECTURAL CONTROL COMMITTEE**

**2.1 Purpose.** The purpose of the Wildwood Place 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 Wildwood Place filed July 29, 2014 in the Office of the Circuit Clerk of Pulaski 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, Chairman
2. Joe White, Jr.
3. David Sargent
4. Jack Larrison

**2.3 Committee Meetings.** The Architectural Control Committee holds regular meetings twice monthly on the first and third Wednesdays at 12:00 noon at the office of Chenal Properties, Inc. 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 homebuilders may, by contacting Chenal Properties, Inc., 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.

### **3.0 REVIEW PROCEDURES**

**3.1 Plan Submission and Approval.** Two complete sets of construction plans shall be submitted along with the application for approval of residential construction (Appendix B). Applicants' plans, application, and specifications must be delivered to the Chenal Properties Sales office no later than 4:00 p.m. on the Monday preceding the next scheduled Architectural Control Committee meeting. The plans and application will be reviewed at the next regular meeting of the Committee. The applicant will receive written notification of the review within one week. 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 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.

**3.2 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:
  - \* existing elevations at corners of lot
  - \* streets
  - \* wooded areas
  - \* proposed building elevations
  - \* building footprint
  - \* driveways
  - \* swimming pools
  - \* walls and screens
  - \* terraces and decks
  - \* parking areas
  - \* walks
  - \* any other accessory uses
  - \* property lines

- \* utility easements
- \* areas of cut and fill
- \* fences
- \* permanent trash receptacle location (if applicable)

2. A floor plan showing major dimensions and openings at a scale of 1/8" equals 1' or larger.

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. (Elevations must indicate actual house on proposed site)

4. Landscape plan, at a scale of 1" equals 20' or larger, showing proposed planting areas with plant sizes, names and quantities. Fences, railings, accessory buildings and structures are required to have elevations at a scale of 1/8" equals 1' or larger.

**3.3 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 seven working days after the Committee meeting date.

The chairperson of the Architectural Control Committee rather than a meeting of the full Committee may approve minor changes. The Chairperson shall determine if a change is minor and shall notify the applicant of the approval or disapproval of the change within ten 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 Wildwood Place. 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 And Tracts.** These areas are recorded on the final subdivision plats and are to be controlled and maintained by the Wildwood Place Property Owners Association. The lot owner may not alter or construct in these designated green areas and tracts. Requests to landscape or otherwise modify a designated green area or tract should be submitted in writing to the grounds chairperson of the Wildwood Place Property Owners Association.

**5.2 Walking/Jogging Trails.** These trails are designed within the designated green areas and tracts 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.

## **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 Wildwood Place. 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 and should not block any roadways. 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.

**6.4 Erosion and Sedimentation Control.** Prior to grading on any lot, the necessary sedimentation and erosion control measures shall be in place. It is the responsibility and required of each owner/builder to provide silt fencing around all graded areas on the down slope side of the lot. Local, state and federal sedimentation and erosion control codes shall be followed throughout the construction period.

**6.5 Utilities.** No permanent water, sewer, gas, electric, telephone, cable TV or other service line shall be constructed, placed or maintained within the Wildwood Place 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 Wildwood Place

has been carefully coordinated. Therefore, no signs may be erected on any lot or common area without approval of the Architectural Control Committee. This restriction includes lot number signs, financing signs, real estate sales signs and builder/contractor identification signs.

**6.7 Mailboxes.** All mail and newspaper vaults must meet Architectural Control Committee approval. Preapproved mailboxes are required. (Review Appendix A)

**6.8 Trash Collection.** The City of Little Rock Sanitation Department will pick up trash containers at each residence. Placement of trash receptacles on the streets for collection is required.

**6.9 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. Obtain approval for any modifications to these restrictions from the Committee prior to installation.

**6.10 Fences.** Corner lots are required to have the friendly side of a wood fence facing the road with cap and trim along top of fence. Corner posts with boxed columns are required. The same will be required where the rear yard backs up to a road. Iron or metal fencing is allowed.

## **7.0 SPECIFIC LOT REQUIREMENTS**

**7.1 Clearing and Grading.** To preserve the natural beauty of Wildwood Place, 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. Grading should be accomplished in a manner, which will prevent ponding or soil erosion on the site or on adjacent property. Builder must comply with local codes.

**7.2 Tree Preservation.** To maintain the natural beauty of Wildwood Place, existing vegetation must be preserved as much as possible. No trees shall be removed or destroyed on any lot or adjacent property 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 Wildwood Place 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. The minimum planting must occur at time of occupancy of the home. The minimum landscaping must provide for (2) 7 gallon shrubs, (8) 3gallon shrubs, (3) 10'-12' trees of which one tree must be placed in the front lawn area and solid sod all locations of the lot not paved or landscaped. A foundation planting bed is required along the front elevation of the home with a minimum of 1 shrub per 5 linear foot of frontage. (Example: width of front of home including garage is 40'-0", 40 divided by 5 = 8 shrubs). Irrigation is recommended for all homes.

**7.4 Exterior Accessory Structures.** The Architectural Control Committee must approve all exterior accessory structures such as fences, decks, arbors and lights. 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. The Architectural Control Committee must approve all fencing. Woven metal or chain link fencing is prohibited. Limited wrought iron fencing on golf course 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 has adopted a minimum fence standard for lots backing up to Denny Rd. and interior streets.

**7.5 Driveways.** To reinforce the quality of Wildwood Place, the use of paving stones, asphalt and brick paving in driveways is encouraged. All driveways must be sawcut 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, utility pedestals and irrigation RPZ backflows is encouraged. Architectural Control Committee must approve yard ornaments. 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 of record.

**8.2 Colors and Textures.** In keeping with the Wildwood Place's 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 veneers of brick or stone is encouraged in Wildwood Place. Exposed concrete blocks, prefabricated metal buildings, simulated brick or stone, unnatural brick tones and bright aluminum windows and doors will not be permitted unless specifically approved by the Architectural Control Committee.

**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 complimentary color. Dimensional or textured (architectural) shingles are the minimum standard for roof finishes.

**8.5 Construction Hours.** Construction work is discouraged on Sundays. Activity that disturbs the neighborhood is not allowed on Sundays and between 7:00 p.m. and 7:00 a.m. Monday through Saturday, unless prior approval is granted.

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

Construction radios and noises shall not interfere with the peace of nearby residents.

## Appendix A

## Neighborhood/Subdivision Building Requirements

### **Wildwood Place**

<i>Roof Pitch:</i>	9/12 Minimum
<i>Windows:</i>	Wood Recommended, Vinyl allowed
<i>Chimney &amp; Fireplace Finish:</i>	Masonry, Wood Based, Vinyl or Hardie Plank
<i>Minimum/Maximum Square Feet:</i>	One Level: 1,500-2,200 One and One-Half Level: 1,800-2,500
<i>Setbacks:</i>	Refer to Bill of Assurance
<i>Siding:</i>	Preapproved Wood, Brick, Stone or Cement Based Product
<i>Soffit, Fascia, Friezeboard and Dormer:</i>	Preapproved Wood or Vinyl
<i>Mailboxes:</i>	Preapproved (Mel Northey 1018A, 1018BP, 5518A, 5518B)

### ***NOTE: The following applies to all homes:***

- (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 friezeboard.**
- (4) Synthetic Stone is not allowed throughout development.**
- (5) Vinyl windows must have a min. of 2” wide frames and 2 1/2” wide frame with J channel. Interior grids between glass are not allowed.**
- (6) Texas or Western king size brick not allowed unless preapproved.**

**Appendix B**

**WILDWOOD PLACE  
ARCHITECTURAL CONTROL COMMITTEE  
RESIDENTIAL APPLICATION**

To: Wildwood Place Architectural  
Control Committee  
7 Chenal Club Blvd.  
Little Rock, AR 72223

Date Submitted: \_\_\_\_\_

Lot # \_\_\_\_\_ Block # \_\_\_\_\_

Neighborhood: \_\_\_\_\_

Street Address: \_\_\_\_\_

Lot Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (O) \_\_\_\_\_

Proposed Builder: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ 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:      1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

Heated & Cooled Square Feet: \_\_\_\_\_

Total Square Feet: \_\_\_\_\_

2. Unfinished Location(s): \_\_\_\_\_

3. Decks/Patio: \_\_\_\_\_

4. Extra Features: \_\_\_\_\_

5. Exterior Materials Specifications:	Color and Manufacturer
Exterior Walls:	_____
Roof:	_____
Windows\Glass:	_____
Doors:	_____
Chimney:	_____
Soffit/Fascia and Friezeboard:	_____
Other:	_____

6. Landscape Specifications: (Attach Landscape Plans) **Must be submitted before installation**

	Materials	Color
Fences:	_____	_____
Retaining Walls:	_____	_____
Driveways:	_____	_____
Other:	_____	_____
Plants/Trees:	_____	_____
Swimming Pools:	_____	_____

I (we) certify that I (we) have reviewed the Wildwood Place 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 C**  
**Checklist for Plan Approval Wildwood Place**

1. Site Plans (by Registered Surveyor)

- Building Setbacks
- Driveways
- House w/finished floor elevation
- Easements
- Drainage Paths - Existing and Proposed
- Proposed Walls, Fences, Buildings, Etc.
- Existing Elevations at all Four Corners of Lot

2. House Plans (2 sets of plans)

- Floor Plans
- Foundation Plan
- Wall Sections
- Roof Pitch
- Elevations - Front, Rear, Sides (Indicate Existing Grades)

3. Landscape Plan:

- Property Lines
- House
- Driveways, Walks
- Fence (Elevation Required)
- Shrubs (Size and Quantity)
- Accessory Structures (Elevations Required)