

# DESIGN GUIDELINES

## *Hutton Place*

### **DECLARANT:**

Redmont Trace, L.L.C.  
6161 E. 15<sup>th</sup> Edmond, Oklahoma

### **Effective:**

**November 6, 2012**

**Revised June 25, 2014**

**Fence stain color clarified June 1, 2014**

## TABLE OF CONTENTS

<b>I.</b>	<b>INTRODUCTION TO DESIGN REVIEW</b>	<b>1</b>
	A. Purpose of Design Guidelines	
	B. Governmental Permits	
	C. Preparer	
	D. Applicability of Design Review	
	E. Review Structure	
	F. Review Fees	
<b>II.</b>	<b>DESIGN REVIEW PROCEDURIES</b>	<b>2</b>
	A. Review of New Construction	
	B. Review of Modifications	
	C. Plans to be Reviewed	
	D. Review Criteria; Variances	
	E. Review Period	
	F. Appeal	
	G. City of Edmond Approval	
	H. Implementation of Approved Plans	
	I. Changes After Approval	
	J. Enforcement	
<b>III.</b>	<b>DESIGN STANDARDS</b>	<b>6</b>
	A. Accessory Buildings	
	B. Additions, Expansions, and Alterations	
	C. Air-Conditioning Equipment	
	D. Antennae	
	E. Architectural Standards	
	F. Awnings and Overhangs	
	G. Birdbaths, Birdhouses and Birdfeeders	
	H. Carports	
	I. Clotheslines	
	J. Compost	
	K. Decks and Balconies	
	L. Dog Houses, Runs and Kennels and Animal Restrictions	
	M. Elevation	
	N. Exterior Lighting	
	O. Flagpoles and Seasonal Decorations	
	P. Garages	
	Q. Gazebos and Greenhouses	
	R. Homes – Minimum and Maximum Dwelling Sizes	
	S. Hot Tubs and Saunas	
	T. Latticework	
	U. Mailboxes	
	V. Massing	
	W. Mechanical Equipment	
	X. Patios	
	Y. Vehicle Parking and Storage	
	Z. Pools	
	AA. Recreational Equipment	
	BB. Roofing	
	CC. Roof Accessories and Equipment	

	DD.	Satellite Receivers	
	EE.	Setbacks and Yards	
	FF.	Siding	
	GG.	Signs	
	HH.	Statues	
	II.	Temporary Structures	
	JJ.	Trash Containers	
	KK.	Utilities	
	LL.	Windows, Doors and Trim	
	MM.	Exterior Shutters	
<b>IV.</b>		<b>LANDSCAPING AND SITE STANDARDS</b>	<b>11</b>
	A.	Initial Landscaping	
	B.	Weed Block	
	C.	Drainage	
	D.	Fences	
	E.	Grading	
	F.	Paving and Driveways	
	G.	Retaining Walls	
	H.	Underground Installations	
	I.	Irrigation	
	J.	Views	
	K.	Water Systems	
	L.	Yard Orientation and Retaining Walls.	
	M.	Wall Systems.	
	N.	Pruning	
	O.	Landscaping Maintenance	
	P.	Gardens	
<b>V.</b>		<b>CONSTRUCTION GUIDELINES</b>	<b>15</b>
	A.	Inspections	
	B.	Vegetation Protection and Barricading	
	C.	Construction Damages	
	D.	Conduct	
	E.	Site Cleanliness	
<b>VI.</b>		<b>LIMITATION OF LIABILITY FOR APPROVAL OF PLANS</b>	<b>16</b>
<b>VII.</b>		<b>AMENDMENTS TO DESIGN GUIDELINES</b>	<b>16</b>
<b>VIII.</b>		<b>DEFINITIONS</b>	<b>16</b>
<b>IX.</b>		<b>AUTHORIZATIONS</b>	<b>16</b>

## ATTACHMENTS

Owner Application for Architectural Review	Exhibit "A"	17
Landscape Plan Submittal Checklist	Exhibit "B"	18
Plant List	Exhibit "C"	19

## I. INTRODUCTION TO DESIGN REVIEW

**A. Purpose of Design Guidelines:** The intent of the Design Guidelines for Hutton Place ("Design Guidelines") is to make reasonable accommodations for the views of the surrounding areas, to respect the climatic conditions and environment of the region, and to maintain and enhance community property values. Also within this intent, it is important to allow individual ideas to flourish and enrich the community, provided that standards are maintained.

The Design Guidelines provide an overall framework and comprehensive set of standards and procedures for the development of the community in an orderly and cohesive manner. The architectural and improvement design standards, and the landscaping and site standards have been developed to assist in the modifying and landscaping of Units within Hutton Place. The standards set forth criteria for design, style, materials, colors and location of site improvements, landscaping, and signage. The Design Guidelines also establish a process for review of proposed modifications to Units to ensure that all sites within Hutton Place are developed with the consistency and quality that attracted you to this community.

**B. Governmental Permits:** To the extent that Edmond, Oklahoma ordinances or any building code or regulation requires a more restrictive standard than the standards set forth in these Design Guidelines or the Declaration of Covenants, Conditions, and Restrictions for Hutton Place ("Declaration"), the governmental standards shall prevail. To the extent that any governmental standard is less restrictive than these Design Guidelines or the Declaration, the Declaration and Design Guidelines (in that order) shall prevail.

**C. Preparer:** These Design Guidelines have been prepared by Redmont Trace, LLC (the "Declarant") and adopted by the Declarant pursuant to the Declaration. The Design Guidelines may be changed and amended to serve the needs of an evolving community pursuant to the procedures set forth in the Declaration and in Article IX of these Design Guidelines.

**D. Applicability of Design Review:** These Design Guidelines govern all property submitted to the Declaration. Unless otherwise specifically stated in the Declaration or these Design Guidelines, all plans and materials for new construction or exterior modifications of improvements on a Unit must be approved before any construction activity begins. Unless otherwise specifically stated in these Design Guidelines, no structure may be erected upon any Unit and no improvements (including staking, clearing, excavation, grading and other site work, exterior alteration of existing improvements, and planting or removal of landscaping materials) shall take place without receiving the prior written approval of the appropriate reviewer as described below.

Any Owner may remodel, paint, or redecorate the interior of his or her dwelling Unit without approval. However, alterations to screened porches, patios, and similar portions of a Unit visible from outside the structures on the Unit shall be subject to approval. Where these Design Guidelines specifically allow an Owner to proceed without advance approval, such allowance shall only be effective so long as the Owner complies with the requirements of the stated guideline.

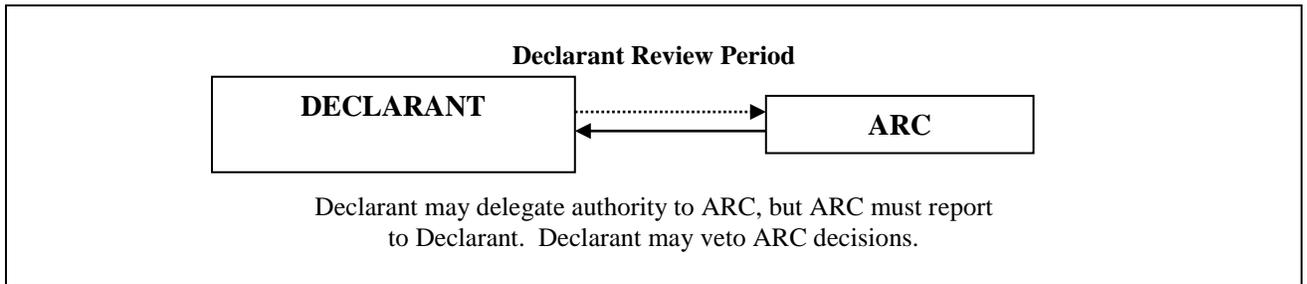
Owners are responsible for ensuring compliance with all standards and procedures within these Design Guidelines. Owners are also governed by the requirements and restrictions set forth in the Declaration and any applicable Supplemental Declaration. In particular, Owners must act in accordance with the Community-Wide Standard when undertaking any new construction or exterior modifications, including the installation or removal of landscaping, to their Units. In addition, Owners should review and become familiar with the Use Restrictions applicable to Hutton Place promulgated in accordance with Article VIII of the Declaration, which address restricted and prohibited activities and conditions within the community.

**E. Review Structure:** Architectural control and design review for Hutton Place is handled by either (i) the Declarant or (ii) the Architectural Review Committee. The term "reviewer," as used in these Design Guidelines, shall refer to the appropriate reviewing entity.

**1. Declarant:** The Declarant has exclusive jurisdiction over all matters relating to architectural control, 100% of the Properties have been developed and conveyed to Owners unless voluntarily terminated by

Declarant (the "Declarant Review Period"). During the Declarant Review Period, the Declarant shall review plans and specifications for and shall have jurisdiction over all construction and landscaping on any Unit, shall be the conclusive interpreter of these Design Guidelines, shall monitor the effectiveness of these Design Guidelines, and may, but shall not be obligated to, promulgate additional design standards and review procedures as it deems appropriate.

Prior to the surrender or termination of this right, the Declarant may, but shall not be obligated to, delegate in writing all or a portion of its rights under this Section to the Architectural Review Committee (the "ARC") appointed by the Association's Board of Directors. In the event of such delegation, the ARC's jurisdiction shall be limited to such matters as are specifically delegated by the Declarant. In addition, any such delegation shall be subject to (i) the right of Declarant to revoke such delegation at any time and reassume jurisdiction over the matters previously delegated; and (ii) the right of Declarant to veto any decision which Declarant determines, in its sole discretion, to be inappropriate or inadvisable for any reason.



**2. Architectural Review Committee:** The ARC has Jurisdiction over those responsibilities delegated to it by the Declarant during the Declarant Review Period. Upon the expiration or termination of the Declarant Review Period, the ARC has jurisdiction over architectural matters, as set forth in Article IV of the Declaration. Members of the ARC will be appointed by the Board.

**F. Review Fees:** When an Applicant submits plans to the reviewer for approval, the submission shall include a "Review Fee" which is non-refundable and is a one-time fee per modification. The Review Fee shall be made payable to Hutton Place Association, Inc. ("Association") as follows.

**1. New Construction:** Original improvement on a Unit by a Builder - Review fee - \$0.

**2. Major Modification:** A structural or site modification significant enough to warrant the issuance of a building permit - Review fee - \$100.00.

**3. Minor Modification:** Any architectural changes, which require architectural review as set forth in the Declaration or these Design Guidelines but a governmental building permit is not, required (i.e., changing the exterior color scheme) - Review fee - \$50.00.

## II. DESIGN REVIEW PROCEDURES

**A. Review of New Construction:** Plans for new construction upon any Unit must be reviewed and approved by the reviewer, requiring the submission of an Application for Review and payment of the Review Fee, as discussed below. Each Applicant shall submit a conceptual or preliminary site layout, rendering and floor plan, as well as any tree removal requests. Also, exterior finishes and color schemes, if available, and information concerning irrigation systems, drainage, lighting, landscaping, and other features shall be provided. Applicants may request an initial meeting with a representative of the reviewer to address any questions about Hutton Place and the Design Guidelines.

The Application for Review may be waived, in the discretion of the reviewer, for Builders who have been approved for participation in a builder program approved by the Declarant To be pre-approved the plans and specifications shall show the nature, kind, shape, color (if available at that time), size, materials and location of all

proposed structures and improvements. Any changes made to pre-approved plans and specifications during the construction of improvements shall require approval of the reviewer.

**B. Review of Modifications:** The review of modifications shall require the submission of an Application for Review to the reviewer along with the required Review Fee. Depending on the scope of the modification, the reviewer may require the submission of all or some of the plans and specifications listed below in Section II (B). In the alternative, the reviewer may require a less detailed description of the proposed modification. The review and approval of modifications shall take place within the same time periods as required for new construction. A form Application for Review is attached to these Design Guidelines as Exhibit "A."

The Owner shall submit the Application for Review requesting review by the reviewer. Such Application for Review shall meet the following requirements:

**1. Information Regarding Owner.** The Application for Review shall include the following information about the Owner and the site.

- (a) Owner's name, address, and telephone number,
- (b) Type of home,
- (c) Agent's name, company name, and business telephone number; and
- (d) Unit number. (Address)

**2. Nature of Request.** The Applicant shall attach a written description of the proposed new construction or modification not to exceed one page in length, to the Application for Review. If the Application for Review is being re-submitted pursuant to an appeal of the reviewer's decision, the application shall state clearly such fact.

**3. Duplicate.** If requested, the Owner shall submit all documents included in the Application for Review in duplicate.

**4. Address of Reviewer** All applications for Review shall be addressed to the appropriate committee at the address set forth on the cover of these Design Guidelines.

**C. Plans to be Reviewed:** The Applicant shall submit one non-returnable set of final plans and specifications of the proposed new construction or modifications, which may consist of any or all of the following, as appropriate (Unless otherwise noted, minimum scale of plans shall be 1/4 inch = 1 foot ).

**1. Site Plan:** Site plan, including building foot print, setback lines, easements, finished floor elevation paving and parking (driveway widths, parking bay sizes), concrete curbs, planters, sidewalks, fences, grading and drainage, utility enclosures, retaining walls and other improvements (scale 1/16 inch=1 ft. or greater whatever is submitted to the City of Edmond for plan review.).

**2. Floor Plans:** Showing decks, patios, stoops, trash enclosures, HVAC equipment and utilities, and the screening for same, interior spacing of rooms, and connections to driveways and walkways.

**3. Elevations:** Front, rear and side exterior elevations showing building materials and finishes, and indicating the maximum height of the home.

**4. Roof Plan:** Roof plan indicating type and color of materials, pitch, and gable details.

**5. Landscaping Plan:** Landscaping plan showing location of trees, protection of existing vegetation, use of approved plants, and other landscaping details. Applicants shall use the landscaping checklist attached as Exhibit "B" when complying the landscape plan.

**6. Other:** Such other information, data, and drawings as may be reasonably requested, including, without limitation, walls and fences, irrigation systems, drainage, lighting, satellite dish placement, landscaping, and other features.

**D. Review Criteria; Variances:** While the Design Guidelines are intended to provide a framework for construction and modifications, the Design Guidelines are not all-inclusive. In its review process, the reviewer may consider the quality of workmanship and design, harmony of external design with existing structures, and location in relation to surrounding structures, topography, and finish grade elevation, among other things. Reviewer decisions may be based on purely aesthetic considerations. However, no reviewer shall grant approval for proposed construction that is inconsistent with the Design Guidelines, unless such reviewer grants a variance.

The Declarant, prior to the expiration or termination of the Declarant Review Period and the ARC, after the expiration or termination of the Declarant Review Period, shall have the authority from time to time to adopt and revise lists of recommended landscape materials and landscape materials. The Declarant or ARC may, in its sole discretion, provide that the lists of recommended materials constitute "approved materials" and that the installation of such materials requires no reviewer approval. Alternatively, the reviewer may provide that the purpose of the list(s) is merely to provide guidance and that installation of recommended materials does not relieve the Applicant from any obligations set forth in these Design Guidelines to acquire approval prior to installation.

The reviewer may grant variances when circumstances require deviation. Such circumstances may include, without limitation, topography, natural obstructions, hardship, or environmental considerations. The reviewer shall have the power to grant a variance from strict compliance in such circumstances, so long as the variance does not result in a material violation of the Declaration and is compatible with existing and anticipated uses of the adjoining properties. No variance shall be effective unless in writing and signed by the Declarant or the reviewing committee's chairperson with the support of a majority of the committee members, as appropriate. The ARC may not authorize variances without the written consent of the Declarant so long as the Declarant owns any portion of the Properties or has a right to annex any property described on Exhibit "B" of the Declaration.

**E. Review Period:** Each Application for Review shall be approved or disapproved within 30 days of submission of all materials required by the reviewer. Within 30 days of receipt of a complete review request, the reviewer shall respond to the Owner. One set of plans shall be returned to the Owner, accompanied by the reviewer's decision. The other set of plans shall be retained for the reviewer's records. The reviewer's decision shall be rendered in one of the following forms:

**1. "Approved":** The entire application as submitted is approved in total.

**2. "Approved as noted":** The application is not approved as submitted, but the reviewer's suggestions for curing objectionable features or segments are noted. The Owner may proceed with the work to be performed; however, in so doing, the Owner must cure the objectionable features or segments that have been noted by the reviewer.

**3. "Disapproved":** The entire application as submitted is rejected in total. The reviewer may provide comments but is not required to do so.

If the reviewer fails to respond within 30 days, approval shall be deemed granted. However, no construction or modification that is inconsistent with the Declaration or the Design Guidelines shall be deemed approved, unless the reviewer has granted a variance.

**F. Appeal:** Any Owner shall have the right to appeal a decision of the reviewer by resubmitting the information and documents specified above; however, such appeal shall be considered only if the applicant has modified the proposed construction or modification or has new information which would, in the reviewer's opinion, warrant reconsideration. If the reviewer does not allow an appeal or if the reviewer, after appeal, again rules in a manner aggrieving the Owner, the reviewer's decision shall be final. In the case of a disapproval and resubmittal, the

reviewer shall have 10 days from the date of each resubmittal to approve or disapprove any resubmittal. The filing of an appeal does not extend any maximum time period for the completion of any new construction or modification.

**G. City of Edmond Approval:** The review and approval of plans and specifications shall not be a substitute for compliance with the permitting and approval requirements of the City of Edmond or other governmental authorities. It is the responsibility of the Owner to obtain all necessary permits and approvals. Likewise, approval of plans and specifications by the City of Edmond does not replace the need to obtain approval from the reviewer.

**H. Implementation of Approved Plans:** All work must conform to approved plans. If it is determined by the reviewer that work completed or in progress on any Unit is not in compliance with these Design Guidelines or any approval issued by the reviewer, the reviewer shall notify the Owner of the Unit on which such noncompliance is located or shall notify the Board. If the reviewer notifies the Board, the Board shall notify the Owner. In either case, the reviewer or the Board shall give, within 30 days of the inspection, written notice to the Owner of such noncompliance, which notice shall specify in reasonable detail the particulars of noncompliance and shall require the Owner to remedy the same. Prior to issuance of written notice and referral for further Board action, the reviewer shall use reasonable efforts to mediate the dispute and encourage the Owner to bring the improvements into compliance with these Design Guidelines or any variance issued by the reviewer.

If the Owner fails to remedy such noncompliance or fails to commence and continue diligently toward achieving compliance within the time period stated in the notice, then such noncompliance shall be deemed to be in violation of the Declaration and these Design Guidelines. In such case, the Board or the Declarant, whichever is appropriate, shall notify the Owner that it may take action to remove the noncompliance and/or seek injunctive relief, recovery of costs incurred, and imposition of an assessment.

**1. Time to Commence:** If construction does not commence on a project for which plans have been approved within 120 days of such approval, such approval shall be deemed withdrawn, and it shall be necessary for the Owner to resubmit the plans to the appropriate reviewer for reconsideration.

**2. Time to Complete:**

**(a) New Construction:** Homes shall be complete within 12 months after the commencement of construction. For the purposes of this Section, construction shall be deemed "completed" upon the issuance of a certificate of occupancy for the home located on the Unit by the appropriate City of Edmond entity and the complete installation of all landscaping on the Unit in accordance with the landscaping plan submitted by the Applicant.

**(b) Modifications:** The reviewer shall include in any approval of a modification a maximum time for the completion of any modification. If no maximum time is specified in the approval, modifications shall be completed within 90 days of the commencement of work. The Owner may request an extension of the maximum time for both new construction and modifications not less than 3 days prior to the expiration of the maximum time period, which the reviewer may approve or disapprove, in its sole discretion.

If construction is not completed on a project within the default periods set forth above or, if applicable, within any extension approved by the reviewer, the approval shall be deemed withdrawn, and the incomplete construction shall be deemed to be in violation of the Declaration and these Design Guidelines.

**I. Changes After Approval:** All proposed changes to plans, including changes that affect the exterior of any building, colors, windows, grading, paving, utilities, landscaping or signage, made after the approval of plans must be submitted to and approved in writing by the reviewer prior to implementation. Close cooperation and coordination between the Owner and the reviewer will ensure that changes are approved in a timely manner.

If the City of Edmond or any other authority having jurisdiction requires that changes be made to final construction plans previously approved by the reviewer, the Owner must notify the reviewer and receive approval from the reviewer prior to implementing such changes.

**J. Enforcement:** In the event of any violation of these Design Guidelines, the Declarant or the Board may take any action set forth in the By-Laws or the Declaration, including the levy of a Specific Assessment pursuant to Article XIV of the Declaration. The Declarant or the Board may remove or remedy the violation and/or seek injunctive relief requiring the removal or the remedying of the violation. In addition, the Declarant or the Board shall be entitled to recover the costs incurred in enforcing compliance and/or impose an assessment against the Owner and the Unit upon which such violation exists.

### III. DESIGN STANDARDS

**A. Accessory Buildings:** Owners shall provide construction plans (including exterior elevations) and secure reviewer approval prior to construction of any accessory building; A playhouse built on a slab shall be considered an accessory building. Accessory buildings will only be approved for Lots 1-6 in Block 2 (Lots on the East side of Hutton Place, adjoining the road), and at the sole discretion of the Declarant on a case-by-case basis.

1. An accessory building must be of the same color, material, and architectural style as the main residence or of color, material, and style that is generally recognized as complementary to that of the main residence. An accessory building's roofing materials shall match those of the main residence. Accessory buildings shall be no larger than 10 feet by 12 feet and a roof pitch of no higher than 8/12.

2. Any utilities servicing accessory buildings shall be installed underground.

3. Accessory buildings generally shall conform to the side and rear yard setbacks required pursuant to City of Edmond, ordinances, shall not obstruct any adjacent neighbor's views and must be screened by a fence.

4. Any variance to the above requirements shall require approval in writing by the reviewer on a case-by-case basis. A factor in variance consideration will be location on the lot.

**B. Additions, Expansions, and Alterations:** Reviewer approval is required for any alteration to, addition to, or expansion of a home. The architectural design and materials used in all exterior additions, alterations, or renovations shall strictly conform to the original home's design with respect to style, detailing, and materials used in the initial construction.

**C. Air-Conditioning Equipment:** Reviewer approval is required for the installation of air-conditioning equipment. Window units are prohibited. Installation of air-conditioning equipment higher than 4 feet above finished ground is prohibited. Air Conditioning Equipment will be screened from view by the fencing approved for the area.

**D. Antennae:** Except for satellite receivers as set forth herein or otherwise provided By-Laws, antennae, radio towers, or other apparatus for sending or receiving communications signals are prohibited. Notwithstanding the foregoing, Units may be wired for cable television and other communications in accordance with standards approved by the Reviewer for Hutton Place. .

**E. Architectural Standards:** The exteriors of all buildings must be designed to be compatible with the natural site features of the Unit and to be in harmony with their surroundings. The land forms the natural contours, local climate, vegetation, and the views should dictate the building location, the building form, and the architectural style. The reviewer may disapprove plans if in its judgment the massing, architectural style, roof line; exterior materials, colors or other features of the building do not meet these standards. The exterior walls for vertical surfaces shall be at least 80% dimensional brick, natural stone or stucco. The remaining 20% may be lapping siding or other material which will blend with and complement the brick, stone or stucco. Redwood and Cedar siding are to be stained and finished. This requirement is intended to provide for predominately masonry homes, but allow for panels and accents to eliminate repetitious design and appearance. The calculation of the vertical surfaces shall not include openings, such as windows and doors, and shall be measured from the finish grade to the top plate of the first floor of the structure.

Brick or stone faced chimney stacks are required for any fireplace located on an outside wall. Isokern fireplaces will be approved.

Vinyl or metal siding is prohibited.

**F. Awnings and Overhangs:** The installation of awnings or overhangs requires reviewer approval. The awning or overhang color must be the same as or generally recognized as complementary to the exterior of the residence. All awnings must be kept in good repair.

**G. Birdbaths, Birdhouses and Birdfeeders:** Reviewer approval is not required for the rear yard installation of any birdbath that has height of 30 inches or less, including any pedestal. Placement in any front or side yard requires reviewer approval.

No reviewer approval is required for one rear yard installation of any birdhouse or birdfeeder. Such birdhouse or birdfeeder shall measure no more than 12 by 24 inches. Additional units or installation in front or side yard requires reviewer approval.

**H. Carports:** Carports are prohibited.

**I. Clothes Lines:** Clotheslines are prohibited.

**J. Compost:** One compost pile measuring not more than 3 feet in diameter and 3 feet in height may be permitted on the rear yard if such is adequately screened by planting and/or fencing so as to conceal them from view of neighboring residents and the street. Owners shall be responsible for ensuring that compost piles are maintained in a manner which does not emit odors or attract rodents or insects, which may result in appropriate remedies if allowed to occur.

**K. Decks and Balconies:** Owners shall secure reviewer's approval before installing decks or balconies. Decks and balconies must be constructed of wood or other material similar to that of the residence and, if painted, must be painted a color similar to or generally accepted as complementary to the residence. Decks and balconies must be installed as an integral part of the residence or patio area. Any such decks or balconies must be located so as not to obstruct or diminish the view of or create an unreasonable level of noise for adjacent property owners. Construction shall not occur over easements and must comply with the applicable City of Edmond requirements.

**L. Dog Houses, Runs, Kennels and Animal Restrictions:** No animals, livestock, or poultry of any kind, except for household pets, shall be kept on any Lot. A maximum of three (3) household pets, two (2) of which may be adult dogs, shall be maintained on any Lot. Dog houses are permitted without review so long as the dog house is not visible from the street or adjacent property. If the doghouse will be visible, reviewer approval shall be required and screening, fencing or landscaping may be required. Animals shall not be kept, bred or maintained for commercial purposes. Dog runs and animal kennels are prohibited. All household pets must be kept on a leash when not contained on their designated Lot and shall not be allowed to make an unreasonable amount of noise or become a nuisance. Household pets shall not be permitted to roam the neighborhood.

**M. Elevation:** A height limit of 35 feet for each Unit shall be the maximum height of each building and shall be measured from finished ground floor to the highest projection of the roof or roof element. The reviewer will consider vertical height coordination and compatibility of adjacent buildings with regard to building profiles an important design element. The Owner may be required to provide additional drawings to the reviewer demonstrating the compatibility of building profiles not only in frontal elevation but also from overlapping side elevations of structures on adjacent Units.

**N. Exterior Lighting:** Reviewer approval is not required for exterior lighting if the lighting is installed in accordance with the following guidelines: Exterior lights shall be conservative in design and as small in size as is reasonably practical. Exterior lighting shall be directed toward the house and be of low wattage (limited to 2,000 lumens) to minimize glaring sources to neighbors and other homeowners. Lighting for walkways generally must be directed toward the ground. Lighting fixtures shall be dark colored so as to be less obtrusive. Low voltage (12 volts)

lighting is preferable to conventional house-voltage systems because of its safety advantages. Any deviation from the aforementioned guidelines or use of high-wattage spotlights, floodlights, or ballasted fixtures (sodium, mercury, multi-vapor, fluorescent, metal halide, etc.) requires reviewer approval. The reviewer may take into consideration the visibility and style of the fixture and its location on the home.

**O. Flagpoles and Seasonal Decorations:** Flag poles will be permitted if attached to the home. No yard flagpoles will be approved. Seasonal decorations are encouraged in Hutton Place; however, they must conform to the Community Wide Standards and may be subject to review by the Architectural Review Committee.

**P. Garages:** Side garages shall be encouraged. Garages independent of the home will not be approved. . Front entry three-car garages will be approved at the discretion of the Declarant. The balance of the lots will have either two-car front entry garages, two-car-side entry garages or three-car side-entry garages. .

**Q. Gazebos and Greenhouses:** Reviewer approval is required prior to the construction of any gazebo or greenhouse. Any gazebo or greenhouse must be an integral part of the landscape plan and must not obstruct any adjacent property owner's view.

**R. Homes - The minimum and maximum square footage of heated space within the veneer line of any unit (“finished area”) shall be established by Hutton Place as 2,100 square feet or larger with 1,800 square feet minimum required for the first floor in the case of a two-story unit.**

**S. Hot Tubs and Saunas:** Reviewer approval is required for the installation of any outdoor hot tub, Jacuzzi, sauna or spa. Any hot tub, Jacuzzi, sauna, or spa shall be an integral part of the deck or patio area and/or the rear yard landscaping. A hot tub, Jacuzzi, sauna, or spa shall be located in the rear or side yard, shall be installed in such a way that it is not immediately visible to adjacent property owners, and shall not create an unreasonable level of noise for adjacent property owners. Owners may be required to install safety features such as locks or covers for these items when such are not in use.

**T. Latticework:** Latticework or a garden trellis, which is a part of the landscaping and compatible with the exterior of a structure, may be installed without approval.

**U. Mailboxes:** Mailboxes shall be of standard design. They may be constructed of brick or stone in which the color shall compliment that of the main residence. Or, they may be steel of a design selected by the Declarant and installed by the Builder at the builder’s expense. Maximum size of a brick or stone mailbox shall not exceed 32” in width, 32” in depth or 60” in height. Landscape planters attached to the mailbox, newspaper tubes or reflectors are prohibited. Street numbering shall be incorporated into all mailboxes in a professional manner.

**V. Massing:** Equal attention to detail and architectural definition must be given to all sides of the structure, including, but not limited to, the foundations, banding, accent materials, roof character and window treatment. Retaining walls, planter walls and privacy walls should be used to break up the elevation of a building and help relate the structure to the ground. All exposed concrete block or poured concrete foundations and site retaining walls must be covered with an appropriate wall-facing material, which must be approved by the reviewer.

**W. Mechanical Equipment:** All mechanical equipment shall be screened from neighboring dwellings and yards, Common Area, sidewalk, and street view.

**X. Patios:** Reviewer approval is required for the construction of patio covers, open patios, and enclosed patios. Patio covers shall be constructed of wood or material generally recognized as complementary to the residence and be similar or generally recognized as complementary in color to the exterior color of the residence. Free-standing patio covers may be permitted as well as extensions of the roof.

Open patios must be an integral part of the landscape plan and must be located so as not to create an unreasonable level of noise for adjacent property owners. The patio color must be similar to or generally accepted as a color complementary to the design and color of the residence.

Enclosed patios shall be constructed of materials that are similar to or generally accepted as complementary to those of the residence.

**Y. Vehicle Parking and Storage:** Boats, motorcycles, campers, motor homes, recreational vehicles, trailers, or wrecked/disabled vehicles of any kind (prohibited vehicles) shall not be parked, maintained, repaired, constructed or stored on any Lot or in any street for more than forty-eight (48) hours except in a garage. No commercial vehicle larger than a standard sized truck or SUV shall be parked at any time on a street or driveway for a period longer than is reasonably necessary for the driver thereof to perform the business functions to which the vehicle relates. It is the intent of the requirement that Lot owners, other occupants, family members, visitors and non-residents shall not use driveways or street for the storage or habitual parking of prohibited vehicles. Standard sized vehicles belonging to Lot owners and other occupants shall not be habitually parked overnight in the street. It is not the intent of this requirement to prohibit the parking of passenger vehicles on the driveways of any Lot.

**Z. Pools:** Reviewer approval is required for the construction or installation of pools. Pools shall be an integral part of the deck or patio area and/or the rear yard landscaping. Any pool shall be located in the rear or side yard, shall be installed in such a way that it is not immediately visible to adjacent property owners, and shall not create an unreasonable level of noise for adjacent property owners. Pools shall be fenced for safety purposes, and Owners may be required to install safety features such as locks or covers for these items when they are not in use. Above ground pools will not be permitted.

**AA. Recreational Equipment:** Basketball goals shall be sleeve-set and be located behind the building line of the unit. Backboards shall be clear. Goals shall not be located adjacent to property lines if such will interfere with a neighbor's living areas, landscaping and vehicles.

No approval is required for the installation of play and sports equipment so long as the equipment is no taller than 7 feet. Portable basketball goals are prohibited. Owner shall exercise consideration toward neighbors; any such equipment shall be set back a reasonable distance from adjacent property lines to avoid disturbance of neighbors and shall not obstruct neighbor's views.

Tree houses are prohibited.

**BB. Roofing:** Roofing materials shall be rated at least the equivalent of the GAF Timberline Lifetime High Definition asphalt composition shingle. (Formerly called Timberline Prestique) of Weather Wood, Slate, Pewter Gray or Barkwood (dark brown) color. Exceptions must be approved by Reviewer. Wood Shingles are prohibited. Metal "W" roof valleys are required. Roof pitch will be 8/12 or above. (Roof pitches lower than 8/12 necessary to fit a special architectural style may be approved by the Reviewer on a case-by-case basis.

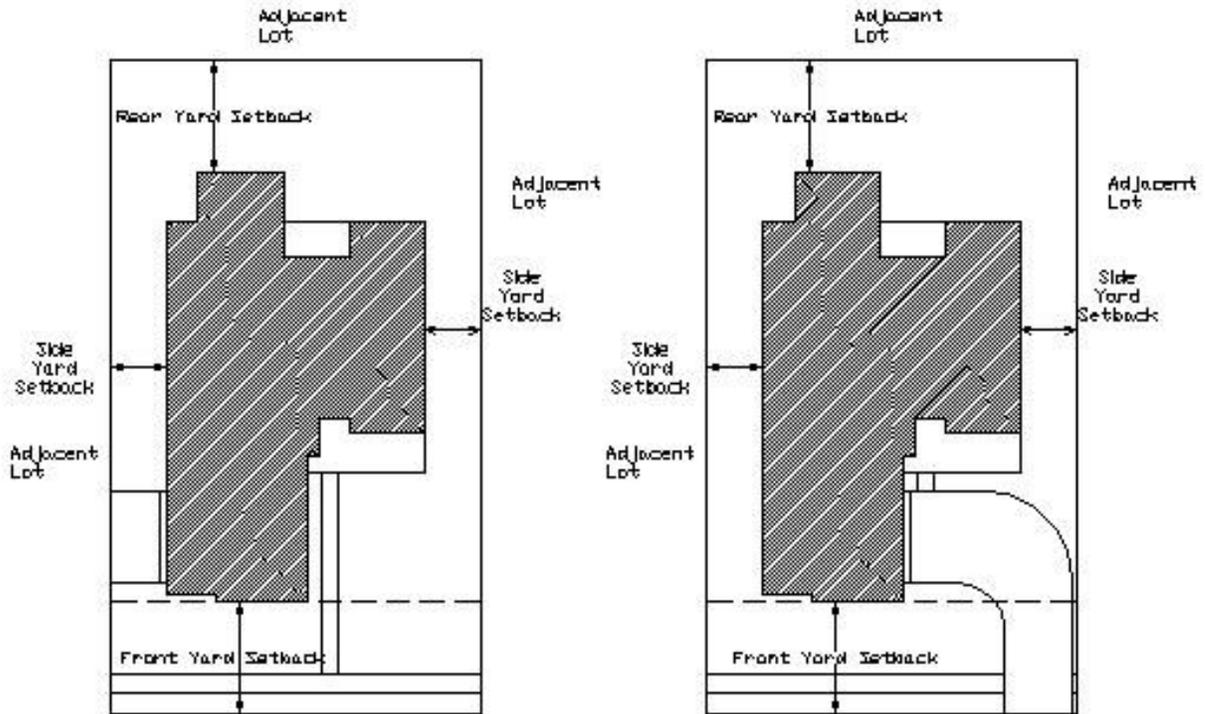
**CC. Roof Accessories and Equipment:** Reviewer approval is required for all rooftop equipment and accessories, unless specifically excepted in this Section. Full gutters on all units are required in Hutton Place. Fascia shall be painted to match gutters. Gutters shall be anodized aluminum or copper. No exposed attachment straps will be allowed. Any installed solar energy equipment shall have the appearance of a skylight, shall have a finished trim material or curb, and shall not be visible from the street. Landscaping or other buffering may be required for solar panels.

Reviewer approval is not required for skylights having measurements of 3 feet by 5 feet or less. Skylights will be placed in locations so as not to detract from the building elevations.

**DD. Satellite Receivers:** To the extent permitted by law, all plans relating to the installation of satellite receivers shall be submitted to the reviewer prior to installation. No review fees shall be charged; the reviewer may establish procedures for the review of such plans and may require that its prior approval be obtained before such plans

are implemented. Satellite receivers shall be no larger than 30 inches in diameter, and shall be mounted on the main residential dwelling in a location, which is not visible from the street.

**EE. Setbacks and Yards:** Setback requirements from property lines are established by City of Edmond ordinance and are subject to public utility easements, drainage easements, landscape easements depicted on the Master Plan, and rights-of-way. (See illustration on next page). Exception: house plans with “j” load garages may be built to a to 15’ front building lot.



SETBACK REQUIREMENTS  
Typical Lot - Single Family Home

**FF. Siding:** Owners shall seek reviewer approval before installing or replacing siding which differs from original material.

**GG. Signs:** Placement of any sign on a Unit is prohibited except for the following limited exceptions:

1. **Builder or Trade Signs:** One builder sign and permit board shall be allowed with reviewer approval; however, no subcontractor or trade signs shall be permitted per Unit. A single Realtor or For Sale by Owner sign may be placed on a property while the property is “for sale” and a single Open House sign may be placed on a property during an Open House but must be removed promptly after the event. At no time, will a Realtor or Builder sign be placed at any location in Hutton Place except on the subject property. Builder and Realtor signs are subject to review as to location, color, size, and detailing. A builder sign shall be erected on the Unit prior to the commencement of any work, including clearing or grading. Builder and Realtor signs shall be securely erected and no signs or permits shall be placed in trees. The builder, Realtor and For Sale by Owner signs shall be removed within 5 days of the closing of a unit unless a longer period is granted in advance by the reviewer.

2. **Security Signs:** One security sign may be permitted in the front yard located either adjacent to the driveway or in close proximity to the front entrance of the main dwelling. The reviewer may impose size, shape and color restrictions on security signs.

3. **For Lease Signs:** One temporary sign per Unit that advertises property for lease, which stands no more than 4 feet high, which has dimensions of no more than 2 feet by 3 feet, and which is conservative in color and style, may be installed on a Unit without the reviewer's approval. Temporary signs may be displayed only while the Unit is for lease and must be removed when the property is no longer for lease. The installation or relocation of all other signs requires reviewer approval.

**HH. Statues:** Reviewer approval is not required for the rear-yard installation of any statue, which, including any pedestal stands no more than 4 feet tall. Other accessory features, such as fountains, ponds, reflecting pools, or yard ornaments require reviewer approval.

**II. Temporary Structures:** Temporary structures, other than those used during the initial construction of a residence, including without limitation, shacks, are prohibited. Reviewer approval is required for tents other than camping tents that are used for occasional overnight sleeping by children and are left standing for no longer than 72 hours. When moving, a POD or similar storage container may be located on the driveway for a period up to two weeks. A POD, or similar storage container and/or construction trash container may be used for the duration of a remodel, subject to the approval of the Declarant with the location of said container to also be approved by the Declarant. No containers will be approved for an extensive period.

**JJ. Trash Containers:** No reviewer approval is required for the installation of trash enclosures built in accordance with the figure below. Trash or containers shall be enclosed or screened with fencing from view of adjacent property.

**KK. Utilities:** Pipes, wires, poles, utility meters and other utility facilities shall be kept and maintained, to the extent reasonably possible, underground or within an enclosed structure. Any utilities or utility equipment not installed below ground or within an enclosed structure requires reviewer approval. Utilities include water, wastewater systems, telephone, cable television, and miscellaneous conduits. Units in Redmont Trace will use an aerobic wastewater system to be approved by Declarant.

**LL. Windows, Doors and Trim:** Windows shall be clear glass or tinted glass of bronze, gray, or smoke colors. No reflective glass or reflective tinting will be used. Windows will be vinyl with a baked-on paint finish. All windows shall have a 10 year warranty or greater. Windows and door trim colors will be bronze, white or putty. Other colors may be allowed if the reviewer deems it appropriate to the design of the dwelling. All exterior window color will be applied by the manufacturer.. Dwellings that are designed with more than one color must be approved by the reviewer. Side garage doors and mechanical room doors may be metal. All front and side windows will have dividers.(muttons). Back windows may be picture windows with no dividers. All garage doors will be insulated slab with applied molding.

**MM.** Exterior shutters will be of a material similar to and of a color and design generally accepted as complementary to the exterior of the house. Window treatments shall be permanently installed within a reasonable time of initial occupancy. Temporary window treatments such as sheets are prohibited. Reviewer approval is not required for the addition of screen doors or other type doors to a home or an accessory building if the material matches or is similar to existing doors on the house and if the color is generally accepted as complementary to that of existing doors on the house. The reviewer must approve security treatments for doors and windows; however, no "burglar bars," steel or wrought iron bars, or similar fixtures, shall be installed on the exterior of any windows or doors of any dwelling.

#### IV. LANDSCAPING AND SITE STANDARDS

Landscaping is an essential element of design at Hutton Place. No planting or removing of landscaping or placement or posting of anything on any Unit shall take place without the approval of the reviewer. While keeping with the landscape theme of Hutton Place, it is important that all residential landscapes blend with the surrounding

environment. Careful integration of site grading, architecture, and landscaping will accomplish this, while also maximizing each site's potential. Thoughtful attention to landscape design will ensure that as each home site is completed, it will become an integrated element in the overall character of Hutton Place. To further this goal, it is important to preserve and incorporate native plant material and existing trees into all proposed landscape designs when possible. Homeowners are required to extend landscaping to the street curb or sidewalk when adjacent to the local street. ALL landscaping shall be maintained in accordance with the requirements of the Declaration and any City of Edmond ordinances that may be applicable.

**A. Initial Landscaping:** Unless landscaping is provided with the purchase of the Unit, within 90 days of recordation of the deed of a Unit to an Applicant, or within any extended period as may be provided in writing by the reviewer, the Applicant shall develop a landscaping plan and install and maintain landscaping on such Unit (subject to such extensions granted by the reviewer due to weather conditions). All landscaping installed by a Builder or approved by the reviewer shall be maintained by the Owner in a manner consistent with the Community-Wide Standard. In general terms, the Community-Wide Standard for front yard landscaping each unit shall be approximately 2% of the hard cost of the home. (Hard Costs do not include builder profit, cost of the lot, closing costs, or real estate commissions.) In addition to foundation planting, one detached bed of 80sq. feet or more is required for the front of the house and preferably located in relation to the mailbox. One tree selected from the approved list and of 4 inch caliber will be located near the curb in the front yard. All front yard beds will be mulched.

1. **Approved Species:** Owners may use such plants, shrubs, and trees as are listed on Exhibit "C" without the prior approval of the reviewer so long as Owners' use of such approved species is in accordance with the typical landscape plan shown above.

The Declarant, prior to the expiration or termination of the Declarant Review Period and the ARC, after the expiration or termination of the Declarant Review Period, shall have the authority from time to time to revise or eliminate the list of pre-approved species set forth in Exhibit D".

2. **Prohibited Plants:** The Declarant, prior to the expiration or termination of the Declarant Review Period and the ARC, after the expiration or termination of the Declarant Review Period, may establish a list of prohibited plants for Hutton Place.

3. **Trees:** All trees planted on any Unit shall be selected from the approved species list. Reviewer must approve any variance. All trees planted shall be staked with a minimum of two stakes. Trees that are planted pursuant to the requirements of this Section shall not require prior reviewer approval.

4. **Ground Cover.** The ground surfaces of all yards shall be covered with inert or living materials or any combination of both. Inert materials shall include decomposed granite, native river-run rock and other such similar materials which are compatible, in the reviewer's discretion with the natural environment for Hutton Place provided that black rock shall not be the predominant landscaping material. For the purpose of these Design Guidelines, topsoil shall not be considered inert material. Excessive use of concrete at front and street side yards is prohibited. No artificially colored rock shall be permitted as ground cover. If turf is used as ground cover, the turf shall be Bermuda grass or fescue, unless otherwise approved by reviewer. Wood chips and bark shall not be used as ground cover; provided, that wood chips may be used as mulch for ground cover within the immediate area of a shrub or tree. All lawn areas shall be installed with 100% sod. Seeding of lawn areas is not permitted. Mulch beds without shrubs or groundcover shall not dominate the landscape design.

**B. Weed Block:** The use of solid plastic sheeting or polyethylene over ground plane areas is strictly prohibited. If landscape fabric is used, such fabric shall be of an A.B.S. or Nylon A.B.S. composite type to allow the free flow of water, air, and gasses to and from the soil.

**C. Drainage:** Drainage of the Unit must conform to all City of Edmond requirements. All drainage and grading must be indicated on the Site Plan. There shall be no interference with the established drainage pattern over any property except as approved in writing by the reviewer. The established drainage pattern is defined as the

drainage pattern as engineered and constructed by the Builder prior to (or in some cases, immediately following) conveyance of title from Builder to the individual homeowner. Owners may make minor drainage modifications to their Units provided that they do not alter the established drainage pattern.

Landscape plans shall conform to the established drainage pattern, shall cause water to drain away from the foundation of the house, and shall prevent water from flowing under or pooling near or against the house foundation. Water should flow fully over walkways, sidewalks or driveways into the street. The reviewer may require a report from a drainage engineer as part of landscaping or improvement plan approval. Sump pump drainage should be vented a reasonable distance from the property line to allow for absorption.

**D. Fences:** All homes will be fenced in Hutton Place with fencing installed prior to occupancy. All fencing, with the exception of the brick fencing will be 6" cedar with a 2x6 cap and with 2x4 trim, stain will be Cedar Tone by Wood Defender. Metal poles will be covered in wood. All fencing will be maintained in an appropriate manner by the homeowner(s).



1. **Reviewer's Authority:** The Declarant, prior to the expiration or termination of the Declarant Review Period and the ARC, after the expiration or termination of the Declarant Review Period, shall have the authority from time to time to revise or eliminate the list of pre-approved fence types and/or fence materials set forth in this Section.

2. **Maintenance:** Any fences, whether constructed by the Owner or a Builder, shall be well repaired and maintained consistent with the Community-Wide Standard. In the event a fence or wall is damaged or destroyed, the Owner shall repair or recondition the same at the Owner's expense.

**E. Grading:** Owners shall not grade their property to interfere with the established drainage pattern over any property except as approved in writing by the reviewer. Owners should work with the natural contours and seek solutions that minimize the impact of grading with respect to major alterations of existing grades.

Owners may create berms, slopes and swales for the purpose of defining space and screening undesirable views, noise and high winds. Grassed slopes or berms are suggested not to exceed 3 feet of horizontal distance to 1 foot of rise or vertical height (3 to 1 slope) in order to permit greater ease of mowing and general maintenance.

**F. Paving and Driveways:** Owner shall secure reviewer's approval prior to paving with any paving material, including concrete, asphalt, brick, flagstone, stepping stones, and pre-cast patterned or exposed aggregate concrete pavers, and for any purpose, including walks, driveways, or patio areas. Owners shall secure reviewer approval before extending or expanding any driveway. The reviewer shall not approve such extensions or expansions for Owner's intended purpose of providing side yard parking or vehicle storage.

**G. Retaining Walls:** All retaining walls require approval by the reviewer. No timber retaining walls will be approved for front yards or for side yards visible from the street. Such walls shall be properly anchored to withstand overturning forces. Stonewalls shall be made thicker at the bottom than at the top to achieve stability. All retaining walls shall incorporate weep holes into the wall design to permit water trapped behind them to be released. Timbers for walls or other landscape use should be treated to resist decay. Walls shall not be located so as to alter the existing drainage patterns.

The foregoing standards are intended as an aesthetic guide only. Neither the Declarant nor the reviewer ensures the soundness, structural integrity, or effectiveness of retaining walls constructed in conformity with this Section.

**H. Underground Installations:** Owners shall seek approval for any proposed underground installation, except for installation of underground sprinkler systems.

**I. Irrigation:** Automatic irrigation systems are required in Hutton Place. The irrigation should be automatic. Spray heads should be located so as not to cause over spray onto adjacent property, roads, sidewalks or buildings. The environment of the area—wind, rain, temperature, exposure and topography should be considered when designing a system. Low spraying irrigation devices minimize water use. Drip or bubbler irrigation systems are recommended for trees. Owners may install irrigation systems, above ground or underground, without reviewer's approval so long as the Owner installing such system obtains any permits required by city or county ordinance or other governmental authorities. Any other water system may be installed without the reviewer's approval so long as the water system is completely contained within the dwelling and causes no architectural change to the exterior of the dwelling.

**J. Views:** Views from the roadways and walkways toward a landscaped area should complement the appearance of the existing natural vegetation.

**K. Water Systems:** Installation of individual water supply or water softener systems, except for irrigation systems, is prohibited without reviewer approval and unless the system is designed, located, constructed and equipped in accordance with requirements, standards, and recommendations of any applicable water and sanitation district or other governmental authorities having jurisdiction.

**L. Yard Orientation and Retaining Walls:**

Yard orientation is as follows:

- 1. Front:** The front yard is defined as the area between the curb and the front of the home as shown.
- 2. Side:** The side yard is the open space between the home and the Unit's property line as shown.
- 3. Rear:** The rear yard is the portion of the Unit between the rear property line and the back of the home.

**M. Wall Systems:** Walls should appear as an extension of the home's architecture and be constructed in the same or complementary character to the main structure. Walls can be used to enclose and define courtyards, extend and relate the building forms to the landscape, and provide security and privacy. In no case should they block community views. Freestanding walls should not exceed 6' in height without specific approval of the Reviewer. Vegetation may be used to screen or define boundaries. Low decorative walls that are part of the landscape design will be considered. Front yard landscape walls shall not exceed 3' in height. .

**N. Pruning:** Trees shall be pruned and maintained as necessary. Mature trees with overhead encroachment upon adjacent Units shall be permitted, provided that such encroachment does not unreasonably interfere with the use and enjoyment of the adjacent Unit.

**O. Landscape Maintenance:** Owners shall maintain landscaping and vegetation in a timely manner and in a manner consistent with the Community-Wide Standard. Such standard shall specifically include, without limitation, removing weeds, mowing, trimming, and replacing diseased and damaged plants.

**P. Gardens:** Front yard flowerbeds are encouraged, provided they are well maintained. Vegetable gardens will be permitted in rear yards only. . During the non-growing season, the garden shall be maintained in a weed- and debris-free condition. No planter shall be higher than 2 feet above the finished lot grade. Gardens must at all times be maintained in accordance with the Community-Wide Standard.

## V. CONSTRUCTION GUIDELINES

**A. Inspections:** If requested by the reviewer, the Applicant shall schedule and coordinate a review of all new construction and modification activities with the reviewer to verify compliance with the approved plans and specifications. The reviewer may also perform additional periodic informal inspections to ensure that work is being performed in conformance with approved plans, these Design Guidelines and the Community-Wide Standard. ALL inspections are observations only and will not relieve the obligation to obtain inspection approvals from the City of Edmond and other organizations having jurisdiction.

Job sites not in compliance with the Declaration, these Design Guidelines or approved plans will be issued a Notice of Violation and a punch list of items needed to bring the construction and/or job site into compliance. Further construction is prohibited until such punch list items have been corrected.

**B. Vegetation Protection and Barricading:** Prior to performing any new construction or modifications, the Applicant shall take measures to protect vegetation. The reviewer may review the type and materials of barricades. In addition, the following actions are prohibited:

1. Dumping backfill into an area containing protected vegetation ("protected area"),
2. Excavating soil from a protected area,
3. Falling trees into a protected area,
4. Parking in or driving through protected areas,
5. Stacking or storing supplies or equipment in protected areas,
6. Changing site grading to cause drainage into a protected area,
7. Locating temporary construction buildings in a protected area, or
8. Disposing of toxic materials into a protected area.

**C. Construction Damages:** Any damage to vegetation or common area facilities caused by the Applicant, its contractors, subcontractors, agents or employees must be corrected immediately to the satisfaction of the reviewer, the Declarant, and the owner of the damaged property. If the damage is not corrected, the Declarant or the Association may repair such damage and assess the costs of repair to the Applicant.

**D. Conduct:** The Applicant must ensure that all contractors and subcontractors control the conduct of their employees while working in Hutton Place. Loud music, profanity and other behavior, which is unbecoming of a quality operation, will not be tolerated. Employees shall not be allowed to possess drugs, beer or alcoholic beverages while on the premises. Employees violating this policy may be asked to leave the premises and may be denied access at the construction entrance. The Applicant shall also ensure that highly visible construction warning signs are prominently displayed in the construction area.

**E. Site Cleanliness:** All contractors and subcontractors must maintain the sites in a clean and orderly manner at all times. The storage of materials should be in an inconspicuous location within the site and stored neatly and orderly. All construction debris shall be cleared at the end of each working day and properly disposed. Each site or group of adjacent work sites shall have a trash dumpster unless a confinement area has been approved by reviewer.

## VI. LIMITATION OF LIABILITY FOR APPROVAL OF PLANS

Review and approval of any application is made on the basis of aesthetic considerations only and the Declarant, Association, Board, and/or ARC shall NOT bear any responsibility for ensuring the structural integrity or soundness of approved new construction or modifications, nor for ensuring compliance with building codes and other governmental requirements. Neither the Declarant, Association, Board, or ARC; or member of any of the foregoing shall be held liable for any injury, damages, or loss arising out of the manner or quality of approved construction or modifications to any Unit.

## **VII. AMENDMENTS TO DESIGN GUIDELINES**

The Declarant shall have sole and full authority to amend the Design Guidelines, until its jurisdiction is surrendered or terminated pursuant to the Declaration. If the Declarant's jurisdiction is so terminated or surrendered, the ARC shall have authority to amend the Design Guidelines; provided, however, the Declarant's consent shall be required so long as the Declarant owns any property as described in the Declaration. There shall be no limitation on the scope of amendments to the Design Guidelines; the Design Guidelines may be amended to remove requirements previously imposed or otherwise to make the Design Guidelines less restrictive. Any amendments to the Design Guidelines shall apply to construction and modifications commenced after the date of such amendment only and shall not apply to require modifications to or removal of structures previously approved once the approved new construction or modification has commenced.

## **VIII. DEFINITIONS**

Capitalized terms that are not defined in these Design Guidelines shall have the same meaning as set forth in the Declaration.

## **IX. AUTHORIZATIONS**

The Declarant has adopted these Design Guidelines on the \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, for use at Hutton Place. .

**REDMONT TRACE, L.L.C.**  
An Oklahoma Limited Liability Company

\_\_\_\_\_  
Robert E. Turner, Managing Agent

**EXHIBIT "A"**

**Owner Application for Architectural Review**

Date: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Location of Improvement: \_\_\_\_\_  
Unit Number: \_\_\_\_\_

If an agent is submitting on behalf of the owner, also complete the following:

Agent's Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_

In accordance with Article IX of the Declaration of Covenants, Conditions, and Restrictions for Hutton Place and the Design Guidelines, application is hereby made for review and approval of the following described improvements: (Provide brief description.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In support of this application the following required items are submitted. (See Section 2(c) of the Design Guidelines.)

- 1) Two sets of plans: The plans will show the following (where applicable): site plan, floor plan, elevations, roof plan, landscaping plan, and such other items as may be needed to reflect the character and dimensions of the improvements.
- 2) Any written statements or other submissions that may be required.

It is hereby understood and agreed that approval of this application by a reviewer does not constitute approval as to compliance with applicable Oklahoma law or City of Edmond ordinances.

It is hereby understood and agreed that approval of this application by a reviewer does not constitute approval as to compliance with applicable Oklahoma law or City of Edmond ordinances.

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Agent \_\_\_\_\_ Date \_\_\_\_\_

Approved by Reviewer \_\_\_\_\_ Date \_\_\_\_\_

Submit Applications to:

Hutton Place.  
Attn: Architectural Review  
6161 E. 15th  
Edmond, Oklahoma 73013

If the application is incomplete, the reviewer will notify the applicant as to the needed documents and the application will not be further considered until receipt of these materials.

## **EXHIBIT "B"**

### **Landscape Plan Submittal Checklist**

1. Format to be 24 inch x 36 inch sheet size.
2. Site plan with property boundary, footprints of permanent structures, and locations and identifications of every hardwood tree with a diameter of eight inches or more at a height of 3 feet above grade.
3. Contour lines as needed to illustrate grade conditions.
4. Project location and owner's name.
5. North arrow, drawing scale, sheet number, and date.
6. Boundaries of protected areas and method of protection.
7. Planting plan showing locations of proposed and existing plants. Plants should be drawn at a mature size.
8. Plan materials list with scientific names of plants, sizes, and quantities.
9. Hard surface plan and layout dimensions noting materials to be used.
10. Irrigation plan.
11. Construction details for all structural elements; i.e., retaining walls over 2 feet to 6 feet pools, decks, etc.
12. Submit 2 copies of the package.

## EXHIBIT "C"

### PLANT LIST

SCIENTIFIC NAME	COMMON NAME
<b>Shrubs</b>	
<i>Abelia grandiflora</i>	Glossy Abelia
<i>Aesculus parviflora</i>	Bottlebrush Buckeye
<i>Agave</i> spp	Agave
<i>Berberis aquifolium</i>	Holly Grape
<i>Berberis julianae</i>	Wintergreen Barberry
<i>Berberis X gladwynensis</i>	William Penn Barberry
<i>Berberis mentorensis</i>	Mentor Barberry
<i>Berberis thunbergii</i>	Japanese Barberry
<i>Buxus sempervirens</i>	English or Common Boxwood
<i>Callistemon rigidus</i>	Bottlebrush
<i>Chaenomeles japonica</i>	Japanese Flowering Quince
<i>Chaenomeles lagenaria</i>	Flowering Quince
<i>Chaenomeles speciosa</i>	Flowering Quince
<i>Cornus drummondii</i>	Roughleaf Dogwood
<i>Cornus florida</i>	Flowering Dogwood
<i>Cornus sericea</i>	Red-osier Dogwood
<i>Cotoneaster</i> spp.	Cotoneaster
<i>Cotoneaster divaricatus</i>	Spreading Cotoneaster
<i>Deutzia gracilis</i>	Slender Deutzia
<i>Elaeagnus pungens</i>	Thorny Elaeagnus
<i>Euonymus alata</i>	Winged euonymus or Burning Bush
<i>Euonymus japonica</i>	Evergreen Euonymus
<i>Euonymus kiautschovia</i>	Spreading Euonymus
<i>Euonymus patens</i>	Spreading Euonymus
<i>Forsythia</i> spp.	Forsythia or Goldenbell
<i>Forsythia suspense</i>	Weeping Forsythia
<i>Hibiscus rosa-sinensis</i>	Chinese Hibiscus
<i>Hibiscus syriacus</i>	Rose-of-Sharon or shrub Althea
<i>Hydrangea macrophylla</i>	Garden Hydrangea
<i>Hydrangea paniculata</i>	Peegee Hydrangea
<i>Hydrangea quercifolia</i>	Oakleaf Hydrangea
<i>Ilex aquifolium</i>	English Holly
<i>Ilex cornuta</i>	Chinese or Horned Holly
<i>Ilex crenata</i>	Japanese Holly
<i>Ilex deciduas</i>	PossumEaw or Deciduous Holly
<i>Ilex X meaeveae</i>	Blue Holly
<i>Juniperus conferta</i>	Shore Juniper
<i>Juniperus davurica</i>	Parson's Juniper
<i>Juniperus excelsa</i>	Spiny Greek Juniper
<i>Juniperus horizontalis</i>	Creeping Juniper
<i>Juniperus procumbens</i>	Japanese Garden Juniper
<i>Juniperus sabina</i>	Savin Juniper
<i>Juniperus scopulorum</i>	Rocky Mountain Juniper
<i>Juniperus squamata</i>	Meyer or Fishtain Juniper
<i>Ligustrum japonicum</i>	Japanese or Wax Leaf Ligustrum

**SCIENTIFIC NAME**  
**Shrubs Continued****COMMON NAME**

---

<i>Ligustrum lucidum</i>	
<i>Ligustrum texanum</i>	Wax Leaf Ligustrum
<i>Ligustrum vicaryi</i>	Golden Vicary Privet
<i>Ligustrum vulgare</i>	Common Privet
<i>Lonicera alpigena</i>	Alps Honeysuckle
<i>Lonicera fragrantissima</i>	Winter Honeysuckle
<i>Lonicera japonica</i>	Japanese Honeysuckle
<i>Lonicera maackii</i>	Amur Honeysuckle
<i>Lonicera morrowi</i>	Morrow Honeysuckle
<i>Lonicera tatarica</i>	Tatarian Honeysuckle
<i>Magnolia stellata</i>	Star Magnolia
<i>Mohonia aquifolium</i>	Oregon Grape or Holly Grape Mahonia
<i>Mahonia bealei</i>	Leatherleaf Mahonia
<i>Nandina domestica</i>	Heavenly Bamboo or Nandina
<i>Osmanthus heterophyllus</i>	False Holly
<i>Photinia</i> X 'Fraseri'	Fraser's Photinia
<i>Pinus mugo</i>	Mugo Pine
<i>Punica granatum</i>	Pomegranate
<i>Pyracantha coccinea</i>	Pyracantha or Firethorn
<i>Raphiolepis indica</i>	Indian Hawthorne
<i>Rhododendron indicum</i>	Southern or Indica Azalea
<i>Rhododendron simsii</i>	Aouthern Azalea
<i>Rhus aromatica</i>	Fragrant Sumac
<i>Rhus copallina</i>	Winged, Shining, or Planeleaf Sumac
<i>Rhus glabra</i>	Smooth Sumac
<i>Rosa</i> spp.	Rose
<i>Rosemarinus officinalis</i>	Rosemary
<i>Sasa pigmaea</i>	Dwarf Bamboo
<i>Spiraea</i> X <i>arguta</i>	Garland Spiraea
<i>Spiraea cantoniensis</i>	Reeves Spiraea
<i>Spiraea prunifolia</i>	Bridal Wreath
<i>Spiraea thunbergii</i>	Thunberg Spiraea
<i>Spiraea</i> X <i>vanhouttei</i>	Vanhoutte Spiraea
<i>Syringa</i> X <i>chinensis</i>	Chinese Lilac
<i>Syringa vulgaris</i>	Common Lilac
<i>Taxus baccata</i>	English Yew
<i>Taxus cuspidate</i>	Japanese Yew
<i>Terstroemia japonica</i>	Japanese Cleyera
<i>Viburnum</i> spp.	Viburnum
<i>Viburnum</i> X 'Burkwoodi'	Burkwood Viburnum
<i>Viburnum carlesii</i>	Koreanspice or Mayflower Viburnum
<i>Viburnum dentatum</i>	Arrowwood Viburnum
<i>Viburnum lantana</i>	Wayfaringtree Viburnum
<i>Viburnum lentago</i>	Nannyberry Viburnum
<i>Viburnum odoratissimum</i>	Sweet Viburnum
<i>Viburnum opulus</i>	European Cranberrybush Viburnum
<i>Viburnum plicatum</i>	Doublefile Viburnum
<i>Viburnum rhytidophyllum</i>	Leatherleaf Viburnum
<i>Viburnum sieboldii</i>	Siebold Viburnum
<i>Viburnum suspensum</i>	Sandanqua Viburnum

<b>SCIENTIFIC NAME</b>	<b>COMMON NAME</b>
<b>Shrubs Continued</b>	
Weigela florida	Weigela
Yucca filamentosa	Adam's Needle Yucca
Yucca gloriosa	Mound Lily Yucca
Yucca parviflora	Red Yucca
<b>Trees</b>	
Acer campestre	Hedge Maple
Acer palmatum	Japanese Maple
Acer platanoides	Norway Maple
Acer rubrum	Red or Swamp Maple
Acer saccharum	Sugar, Hard or Rock Maple
Betula nigra	River Birch
Calocedrus decurrens	California Incense Cedar
Carya illinoensis	Pecan
Catalpa bignonioides	Southern Catalpa
Catalpa speciosa	Northern Catalpa
Cedrus atlantica	Atlas Cedar
Cedrus deodara	Deodar Cedar
Celtis occidentalis	Hackberry
Cercis Canadensis	Eastern Redbud
Crataegus spp.	Hawthorn
Cupressocyparis leylandi	Leyland Cypress
Cupressus arizonica	Arizona Cypress
Elaeagnus angustifolia	Russian Olive
Faxinus americana	White Ash
Fraxinus pennsylvanica	Green Ash
Ginkgo biloba	Ginkgo or Maidenhair Tree
Gleditsia triacanthos	Honeylocust
Gymnocladus dioica	Kentucky Coffee Tree
Ilex ipaca	American Holly
Koelreuteria bipinnata	Goldenrain Tree
Koelreuteria formosana	Goldenrain Tree
Koelreuteria paniculata	Panicled Goldenrain Tree
Liquidambar formosana	Formosan Sweetgum
Liquidamber styraciflua	Sweetgum
Liriodendron tulipifera	Tulip Tree or Yellow Poplar
Magnolia acuminata	Cucumbertree Magnolia
Magnolia grandiflora	Southern Magnolia or Bullbay
Magnolia macrophlla	Bigleaf Magnolia
Magnolia soulangiana	Saucer Magnolia
Malus spp.	Flowering Crabapple
Picea pungens	Colorado Blue Spruce
Pinus cembroides	Pinyon Pine
Pinus echinata	Shortleaf Pine
Pinus ellioti	Slash Pine
Pinus nigra	Austrian Pine
Pinus palustris	Longleaf Pine

<b>SCIENTIFIC NAME</b>	<b>COMMON NAME</b>
<b>Trees Continued</b>	
Pinus pinaster	Cluster or Maritime Pine
Pinus ponderosa	Ponderosa or Western Yellow Pine
Pinus sylvestris	Scotch (Scot's) Pine
Pistacia chinensis	Chinese Pistache
Platanus X acerifolia	London Planetree
Platanus occidentalis	Sycamore or American Planetree
Populus alba	White Poplar
Populus nigra 'Italica'	Lombardy Poplar
Prunus caroliniana	Carolina Cherry Laurel
Prunus cerasifera	Purpleleaf Plum
Quercus spp.	Oaks
Quercus acutissima	Sawtooth Oak
Quercus borealis	Northern Red Oak
Quercus falcate	Southern Red Oak
Quercus nigra	Water Oak
Quercus palustris	Pin Oak
Quercus phellos	Willow Oak
Quercus robur	English Oak
Quercus rubra	Northern Red Oak
Quercus shumardi	Shumard Oak
Quercus virginiana	Live Oak
Salix babylonica	Weeping Willow
Salix matsudana 'Tortuosa'	Corkscrew Willow
Salix nigra	Black Willow
Sophora japonica	Japanese Pagoda Tree
Syringa reticulate	Japanese Tree Lilac
Taxodium distichum	Bald Cypress
Tilia Americana	American Linden or Basswood
Tilia cordata	European Littleleaf Linden
Ulmus crassifolia	Cedar Elm
Ulmus parvifolia	Lacebark or Chinese Elm
Ulmus sempervirens	Lacebark Elm

**Trees/Shrubs**

Acer ginnala	Amur Maple
Aesculus arguta	Texas Buckeye
Cleyera japonica	Cleyera
Cotinus coggygria	Smoketree
Juniperus Chinensis	Chinese Juniper
Juniperus virginiana	Eastern Juniper
Lagerstroemia indica	Crapemyrtle
Prunus laurocerasus	Cherry Laurel or English Laurel
Salix discolor	Pussy Willow
Taxus spp.	Yew
Vitex agnus-castus	Chaste Tree

<b>SCIENTIFIC NAME</b>	<b>COMMON NAME</b>
------------------------	--------------------

**Perennials**

---

Ajuga reptans Carpetbugle, Ajuga or Bugleweed

**Vines**

---

Clematis spp.	Clematis
Lonicera sempervirens	Trumpet Honeysuckle
Parthenocissus quinquefolia	Virginia Creeper
Parthenocissus tricuspidata	Boston Ivy
Wisteria Folribunda	Japanese Wisteria
Wisteria sinensis	Chinese Wisteria

**Ornamental Grass**

---

Cortaderia selloana	Pampas Grass
Erianthus ravennae	Plume Grass
Festuca ovine	Sheep's or Blue Fescue
Pennisetum alopecuroides	Fountain Grass
Pennisetum ruppeli	

**Ground Cover**

---

Euonymus fortunei	Evergreen Wintercreeper
Euonymus radicans	Evergreen Wintercreeper
Ficus pumila	Creeping Fig
Hedera helix	English Ivy
Hosta spp.	Hosta or Plantain Lily
Liberis sempervirens	Evergreen Candytuft
Liriope muscari	Lily Turf, Monkey Grass or Liriope
Ophiopogon japonicus	Lily Turf or Mondograss
Pachysandra terminalis	Pachysandra or Japanese Spurge
Phlox subulata	Moss Pink or Moss Phlox
Santoliana chamaecyparissus	Gary Santolina
Santolina virens	Green Santolina
Sedum acre	Gold Moss Stonecrop
Vinca major	Periwinkle
Vinca minor	Common Periwinkle

**Shrubs/Vines**

---

Gelsemium sempervirens Carolina Yellow Jassamine