

# RiverCrest Village

## Homeowner's Association

### **Architectural Design & Review Manual**

**Adopted by the RiverCrest Village Homeowner's Association Board of Directors**

**Revised and Amended**

**Effective June 10, 2019**

# Table of Contents

INTRODUCTION .....	4
ARTICLE 1     ARCITECTURAL COMMITTEE RESPONSIBILITIES AND POLICY .....	5
1.01 Responsibilities.....	5
1.02 Procedures.....	5
1.03 Committee.....	5
ARTICLE 2     PLAN SUBMITTAL PROCEDURES.....	5
2.01 Procedure.....	5
2.02 Standards.....	6
2.03 Completion.....	6
2.04 Appeal.....	6
2.05 Enforcement Process.....	7
ARTICLE 3     DESIGN GUIDELINES .....	7
3.01 General .....	7
3.02 Building Sites .....	7
3.03 Driveways .....	7
3.04 Impervious Surfaces .....	7
3.05 Garages.....	7
3.06 Fences and Walls.....	8
3.07 Porches, Decks and Patios.....	8
3.08 Porch, Deck and Patio Covers.....	8
3.9 Exterior Walls .....	9
3.10 Exterior Colors .....	9
3.11 Roofs.....	9
3.12 Service Areas .....	10
3.13 Poles and Antennae.....	10
3.14 Climate Control.....	10
3.15 Building Size.....	10
3.16 Mailboxes and Newspaper Receptacles.....	10
3.17 House Numbers .....	10
3.18 Exterior Lighting.....	10
3.19 Reasonably Screened from Public and Neighboring Views.....	10

3.20 Utility Easements for Storm Drains .....	11
3.21 Burn Barrels .....	11
ARTICLE 4 LANDSCAPING POLICY .....	11
4.01 Landscaping Design .....	11
4.02 Landscaping Maintenance.....	11
ARTICLE 5 PLAN SUBMITTAL PROCEDURES.....	11
5.01 Procedure .....	11
ARTICLE 6 MINIMUM LANDSCAPING REQUIREMENTS .....	11
6.01 Lots with Living Units.....	11
6.02 Vacant Lots .....	11
6.03 Yard Ornamentation.....	12
ARTICLE 7 CONSTRUCTION STANDARDS .....	12
7.01 Common Property .....	12
7.02 Construction Sites.....	12
7.03 Noise Control.....	12
7.04 Enforcement.....	12
ARTICLE 8 REVISION OF ARCHITECTURAL MANUAL.....	12

## **INTRODUCTION**

Set forth in the Architectural Design Review Manual (hereinafter Architectural Manual, or Manual) are policies, procedures and guidelines to assist the Committee and property owners through the architectural review process. The powers of architectural review and control are key elements in the success of every “automatic-membership” community such as RiverCrest Village. Properly exercised, the review and control process can create and preserve a community that is attractive, livable and prestigious, protecting property values in the process. This Manual establishes standards for review of New Construction, Alterations to Existing Improvements, Detached Structures and Landscaping of Lots, and an orderly process for that review. It implements and supports the architectural restrictions contemplated by the recorded Declaration that binds each property owner.

It is highly recommended that all Lot owners and/or prospective builders arrange a meeting with the Architectural Review Committee to review the Standards, Policies and Procedures of The Architectural Manual, prior to committing to any particular design for a new home. A subsequent meeting at the completion of conceptual design, but prior to full plan preparation, is likewise encouraged.

All New Home Starts for a Single-Family Dwelling Units in RiverCrest Village will require a Pre-Construction Meeting between the Architectural Review Committee and the Prime Contractor and/or Owners prior to the beginning of any work. The meeting will be to review the Construction Documents (house plans, materials lists, site plan, colors, landscaping plan, etc.) with the Contractor/Owners, to insure compliance with the design requirements, policy and procedures of the Architectural Manual. A meeting may also be required for other proposed improvements, as the Committee deems necessary. See Section 1.02.

## ARTICLE 1 ARCHITECTURAL COMMITTEE RESPONSIBILITIES AND POLICY

1.01 Responsibilities. In accordance with Article VI of the Declaration recorded in the records of Wasco County Oregon, an Architectural Review Committee shall be appointed whose primary duty shall be to supervise and control the external design, appearance location and maintenance of any and all improvements on the Property and any and all landscaping additions thereon in accordance with the provisions of the Declaration and this Architectural Manual of RiverCrest Village.

In carrying out its “primary duties”, the Architectural Review Committee shall review all Applications and apply the policy, procedure, standards and design guidelines as set forth in this manual. The Committee shall retain the authority to overrule a recommendation of an Architectural Consultant. The Committee shall keep records and shall maintain a plans file of all construction for a period of not less than two years after initial occupancy.

1.02 Procedures. All New Home Starts for a Single-Family Dwelling Units in RiverCrest Village will require a Pre-Construction Meeting between the Architectural Review Committee and the Prime Contractor and/or Owners prior to the beginning of any work. The meeting will be to review the Construction Documents (house plans, materials lists, site plan, colors, landscaping plan, etc.) with the Contractor/Owners, to insure compliance with the design requirements, policy and procedures of the Architectural Manual. A meeting may also be required for other proposed improvements, as the Committee deems necessary.

No building, fence, wall, patio, deck, or other structure or improvement shall be commenced, erected, or maintained upon the Property nor shall any exterior addition to, or change of alteration therein, be made, nor shall any landscaping of any portion of the Property be commenced or maintained until plans and specifications have been submitted to and approved in writing by the Architectural Review Committee.

The Architectural Review Committee will not consider or assume responsibility for the structural integrity, safety features, mechanical operation, or building code compliance of the proposed improvement or structures including those defined in Article 3 herein. General land use requirements and building codes are established by the City of Maupin, Wasco County, and other agencies.

1.03 Committee Discretion. It is recognized that this manual does not contain specific requirements for every situation that may require Committee approval. The Committee will necessarily exercise discretion in many instances in approving or disapproving a specific proposal. It is further recognized that a proposal may deserve consideration on its own merit, even though it does not meet a specific standard set forth in this manual; therefore, the Committee acting jointly with the Board of Directors of the RiverCrest Village Home Owners Association, (hereinafter the Board) is authorized, and without establishing precedence to approve a proposal notwithstanding that it may conflict with a standard set forth in this manual.

## ARTICLE 2 PLAN SUBMITTAL PROCEDURES

2.01 Procedure. All proposals for construction or alteration of any structure or improvement on any Lot must be submitted to the committee in the form of a Complete Application at least 30 days prior to the start of the proposed action. *No action may begin without approval from the ARC.*

A Complete Application shall mean:

a) For New Construction:

1. Two copies of construction documents, (plans and specifications) complying with the published checklists of the Committee, minimum scale ¼” to 1’
2. Two copies of landscaping plans compliant with the Minimum Landscaping Standards;
3. Two completed application forms and two completed checklists (Appendix A);
4. Two copies of Construction Agreement (Appendix B)

b) For Landscaping and Alterations:

1. Two copies of Plans and Specifications;
2. Two copies of application form (Appendix A); and
3. Two copies of Construction Agreement (Appendix B)

The Committee shall have thirty (30) days to review any application. After review, one copy of the application will be retained by the Committee for their files. The other will be returned to the applicant marked with one of the following:

1. "Approved" (project approved as submitted)
2. "Approved as Noted" (approval contingent on applicant's acceptance of conditions noted)
3. "Not approved" (reasons for not being approved noted on drawings and/or forms, re-submittal required)

*An incomplete application will not be reviewed and will be returned to the applicant marked "Not Approved".* It shall be the owner's responsibility to apply for and pay all fees for permits and inspections required by the governing authorities and codes.

2.02 Standards. Each Owner and/or Designer shall apply the design criteria of this Architectural Manual which require and preserve high quality in external appearance and design, and compatibility with existing structures in RiverCrest Village.

All plans and drawings shall be of professional quality with sufficient detail to clearly define the proposed project. Plans for new home starts shall be designed by architects or other professional building designers and shall include an elevation drawing of the front view of the proposed Living Unit. If deemed necessary, the Committee may also require an Artist's Rendering (two-point perspective) of the same. All plans will be stamped with the name, address, and telephone number of the firm or individual responsible for creating the plans and drawings.

2.03 Completion. Approved projects must be commenced within six (6) months of Committee approval. Failure to begin work may cause approval to be rescinded and re-application will be required. All construction shall be completed in a timely and continuous manner.

Exterior construction (new, addition or remodel) shall be completed to plan within 8 months after issuance of a building permit, or Committee design approval, whichever comes later. Failure to complete the work within the prescribed time may result in penalties as prescribed in the RiverCrest Village CC&R and Supplemental Resolutions, and may result in fines or other remedies.

2.04 Appeal. *There is no automatic right of appeal from a decision of the Architectural Review Committee.* An applicant who so desires may petition the Board for a review of the decision of the Architectural Review Committee by submitting a written statement to the President or Secretary of the board, explaining the alleged problem and the applicant's proposed solution. The president or Secretary will provide copies of the written statement to the members of the board and the Chairman of the Architectural Review Committee. A majority of the Directors of the Board must agree that a review is appropriate before review may be granted. The board will notify the applicant within 30 days after the applicant's statement is received by the President or Secretary, of the acceptance or denial of the petition, and any conditions thereon. The Board may set procedural limitations for the review, including restricting the scope of the review to the specific issues and limiting the time that the applicant may speak. If an appeal is granted, the appeal is subject to a two-tier appeal process as follows:

**Mediation Before the Board:** This process consists of a review by the board with the participation of the applicant and a member of the Architectural Review Committee. Applicant may present evidence of argument to the board. If a satisfactory solution is not reached among the parties at this level, that applicant may petition for:

Evidentiary Hearing Before the Board: The applicant may present evidence to the Board. An applicant may be represented by an attorney only at this level. The Homeowners Association may be represented by its attorney. If retention of the HOA's attorney is necessary, the Association may charge the applicant a hearing fee based upon the attorney fee charged to the Association by the HOA attorney.

2.05 Enforcement Process. Violation of Architectural Manual Rules and regulations may be reported by any HOA member in writing or by electronic mail to a member of the RiverCrest Village Homeowners Association Architectural Review Committee or Board of Directors. The identity of the HOA member alleging a violation may be held in confidence by the Board.

The Board of Directors will process violations in the following manner:

- a) The board may refer the alleged violation to the Architectural Review Committee for investigation and follow-up in which case:
  1. A committee representative will inspect the alleged violations.
  2. If the committee determines that the alleged violation requires corrective action, two letters, (second by registered mail) seven (7) or more days apart, will be sent to the violator by the Committee. The letters will clearly state the nature of the violation and the proposed corrective action to be taken.
  3. If no satisfactory response is received within fourteen (14) days of the second letter, the Committee will turn the matter over to the Board for further action as provided in the Declaration and Supplemental Resolutions.

The Board may elect to process the violation as provided in its own Rules of Enforcement.

### ARTICLE 3 DESIGN GUIDELINES

3.01 General. Living Units shall be of an attractive and high-quality architectural design that is compatible in external appearance, design and quality with existing structures in RiverCrest Village as determined by the Architectural Review Committee. Each new home shall be unique in design and placement on the lot.

- a) Design: No two homes on the same street or in view of each other may have the same floor plan (including flipped plan) or the same street-front elevation.
- b) Setback: No more than two consecutive homes (side by side) may be constructed at the same set-back distance from the street, measured from the farthest frontal projection of the structure. A variable setback distance of at least two (2) feet is required and shall avoid a repetitive pattern.
- c) Setback from the Rim: A minimum twenty (20) foot setback shall apply from the closest physical point of the rim to any structure exceeding four (4) feet in height as measured from original grade as it exists at the time of lot purchase.

3.02 Building Sites: All structures shall be constructed in observance with setback requirements as specified by the City of Maupin zoning ordinances, unless additionally specified in this Section.

3.03 Driveways. Driveways shall preferentially be of pervious construction, including pervious concrete, asphalt, brick, stone or other similar paving material. All driveways shall permit a full size (20ft.) car to be parked in the driveway.

3.04 Impervious Surfaces. Not more than sixty (60) percent of any Lot shall be covered with an impervious material; impervious materials include all structures, impervious decks, patios, pools, walkways, driveways and other impervious materials.

3.05 Garages. Each single-family Living Unit shall include a garage designed to enclose a minimum of one (1) vehicle and shall not have more than three (3) separate garage doors. Garage doors shall be of solid panel

construction, which will conceal the contents of the garage. Garage doors shall be kept closed except when access or an activity requires them to be open. The structure shall interrelate to the Living Unit on the Lot in respect to character, material and finish. Carports are not permitted.

3.06 Fences and Walls. The Architectural Review Committee and The RiverCrest Village Homeowners Association shall select several designs and materials for fences and walls that are pre-approved for RiverCrest Village. The Committee and the Association will consider other designs and materials only on a case-by-case basis. The pre-approved designs and materials will be furnished on request. The Committee must approve all fences and walls.

a) Specifications: Fences shall be constructed principally of wood or ornamental iron.

1. Walls shall be of brick or stone masonry, or stucco. Masonry, stone or stucco pilasters may be used in conjunction with fences but shall not exceed six (6) feet in height.
2. The maximum height of any fence or wall shall be six (6) feet above ground level and must be held back a distance of five (5) feet from the front corner of the living unit unless otherwise specified in these Guidelines.
3. Masonry or stucco walls used in conjunction with a landscaping plan, may extend beyond the front line of the Living Unit but may not extend into a street right-of-way.
4. All fences or walls shall be a “good neighbor” type or finished equally on both sides. Where fences or walls adjoin with others on adjacent lots, every attempt shall be made to match or blend designs and maintain the top sight line.
5. Fences or walls along a street side-yard of a corner lot shall be set back at least five (5) feet from the sidewalk to permit landscaping between the fence or wall and the sidewalk. Landscaping shall be as specified under Section 6 – Minimum Landscaping Requirements.
6. Only cedar, redwood or similar wood fences will be allowed. All wood fences must be treated and maintained with quality preservative or clear stain designed to preserve the structure and integrity of the wood. If the fence is to be painted or stained with a solid color, the Committee must approve the color.
7. Temporary fences. Temporary fences (e.g.; designed to keep deer from gardens, young trees, etc.) will be considered on a case by case basis. The key criteria shall relate to aesthetics, and such fences shall be designed to be visually unobtrusive.
8. Fences along the canyon rim. Fences along the canyon rim shall be no more than four feet in height from the original lot grade as purchased and maintain a minimum setback of twenty (20) feet subject to the provisions of Section 3.01. Temporary fences of up to six feet may be placed for no longer than seven (7) consecutive days, or a total of 42 days annually, to safeguard children or other dependents from access to the canyon rim.

3.07 Porches, Decks and Patios. All porches, decks and patios, if approved, shall have an appearance consistent with the exterior of the Living Unit. Porches or decks, which are constructed above grade (off the ground), must be finished to the ground with materials compatible with deck or the Living Unit and screened with landscaping.

3.08 Porch, Deck and Patio Covers. All permanent Porch, Patio or Deck covers must be of a design that is complementary to the living unit and must be approved by the committee.



- a) New Home Starts. All permanent Porch, Patio or Deck covers with solid roofing must be constructed of the same materials, have the same roofing materials and a compatible roof pitch as the Living Unit.
- b) Add-On Porch, Patio and Deck covers. All permanent Porch, Patio or Deck covers with solid roofing, shall meet the same requirements as New Home Starts with the exception that the roof slope may be as low as 4/12. An exception may be made for roofs with or used as solar collectors, subject to approval on a case by case basis.

Add-on permanent porch, patio and deck covers with solid roofing shall be professionally designed (Pre-Engineered/Pre-Fabricated) with horizontal fascias (parallel to the ground) that effectively conceal the slope (if any) and the solid roof material, from a vantage point at ground level.

- c) Sunscreens. Permanent sunscreens must have no roof and shall be Professionally Designed with horizontal fascias only.
- d) Awnings. The Committee must approve all awnings. Fabric type retractable awnings must be compatible with the living unit and will be considered on a case-by-case basis. The fabric must be of a color compatible with or match the field or trim color of the dwelling unit. Retractable window and patio awnings (whether temporary or permanent, fabric or solid) shall not have pole supports to the patio, porch or deck below.
- e) Sunrooms, Solariums and free-standing Gazebos. All such structures must be approved by the Architectural Review Committee and must be of a design that is compatible to the Living Unit. Only Pre-Engineered/Pre-Fabricated or otherwise professionally designed structures will be considered. Committee criterion will include location, function, shape, size, material, color, placement and visibility from adjacent properties.

Free-standing fabric (tent type) structures will not be allowed except on a temporary basis (7 day maximum) for special occasions such as weddings, birthday parties, reunions, etc.

3.09 Exterior Walls. The front elevation of each Living Unit shall have significant Architectural Features that are compatible with, yet diverse from other homes in RiverCrest Village. Approved wall materials include: wood or simulated wood products such wood textured beveled siding, log, shakes, tongue and groove vertical siding, masonry or stone veneers, and stucco. Combinations of wood products and masonry, stone or stucco are encouraged. Fiber cement simulated wood products (e.g. "Hardie" or other wood textured sheet or plank material) shall not compose greater than 50% of the total area of any exterior wall (inclusive of gables, less area of windows, doors and related trim). Plywood as a finish siding is not permitted. Vinyl siding is not permitted. Each exterior wall shall include a minimum ten percent (10% by area) of trimmed glass windows. Side and rear elevations shall be of the same or compatible materials as front elevations.

3.10 Exterior Colors. All exterior colors must be approved by the Committee. Monochromatic or Analogous color schemes are recommended. Complementary or Triad color schemes will be considered on a case by case basis. Only colors in subdued or neutral tones will be considered for the field (siding) color. Bright or high intensity colors, and black, will not be permitted for the field color. Accent colors may be somewhat bolder but must be compatible with the field color. Repainting with the same color does not require Committee approval. White vinyl and white vinyl-clad windows are not permitted.

3.11 Roofs. It is intended that all roofing materials to be installed shall be aesthetically compatible with existing homes in RiverCrest Village. Applications, plans, material samples and manufacturer's specifications for new or replacement roofs must be submitted to the Architectural Review Committee for approval before any work begins. The minimum roof pitch allowable is six (6) inches rise in twelve (12) inches horizontal projection, and maximum roof pitch allowable is twelve (12) inches rise in twelve (12) inches horizontal projection. Approved roofing materials include: cedar shake (medium or heavy thickness), clay or concrete tile, architectural composition shingles that are 2 or more layers with a minimum of 220

pounds per square and lifetime warranty (e.g. GAF Grand Canyon, Malarkey Windsor/Windsor XL, Legacy/ Legacy XL, CertainTeed Landmark TL/Landmark Premium/Landmark Pro, or equivalent), metal materials (e.g. MetroSHAKE /MetroSHINGLE, or the equivalent), and synthetic polymeric shake or tile, (e.g. Royal Dura-slate or Seneca Shake Tile, or the equivalent). Ridge line roof venting with matching roof materials is required. Turbine and power attic vents shall not be allowed. Other through-roof venting (e.g. plumbing, fireplace, stove, etc.) and flashings shall be painted or finished in black. Flat three-tab composition shingles shall not be allowed. Sheet metal roofs shall not be allowed.

3.12 Service Areas. The location of the following types of service areas shall be approved by the Committee and shall be reasonably screened from public and neighboring view in accordance with section 3.19. Service Areas include: Storage and accessory buildings or areas, such as doghouses, tool sheds, firewood storage, garbage enclosures, and affixed outdoor furniture, such as swing sets or other playground equipment, barbecues, arbors, HVAC units, propane tanks, pools and hot tubs. Sanitation and Recycling containers shall be kept in a Service Area or otherwise screened from public and neighboring view.

3.13 Poles and Antennae.

- a) Exterior Poles. Towers and other apparatus for radio or television antennae are not permitted. Exterior freestanding poles and towers for flags or clotheslines are not permitted.
- b) Satellite Dishes. Where optimum reception does not preclude the location, all Satellite Dishes shall be mounted below the first-floor eave line and in a location that is not readily visible from the street or public view. Ground installations shall be screened or disguised by trees, shrubs, rocks, or other means when feasible. Satellite Dishes larger than one (1) meter in any dimension are not permitted.

3.14 Climate Control. Outdoor air conditioning units shall be placed to minimize noise to adjacent living units and shall be screened from public and neighboring view in accordance with Section 3.19. Use of solar heating systems is acceptable provided the panels or collectors are integrated into the structure with regard to the overall appearance and design.

3.15 Building Size. Design considerations for a new living unit shall include maintaining compatibility to the natural setting without dominating the surrounding Living Units and areas. All Living Units shall be no higher than two (2) full stories above finished grade level with a maximum thirty (30) foot high ridgeline.

The minimum living size for a Living Unit, excluding garage, shall be as follows:

- a) Single family detached Living Units (one story): 1,000 square feet;
- b) Single family detached Living Units (two stories): 1,500 square feet.

3.16 Mailboxes and Newspaper Receptacles. Mailboxes and newspaper receptacles shall be of the standard design initially approved for RiverCrest Village. All replacements shall be of the same design or as close as possible and shall be in the same color as existing. Security-type (lockable) mailboxes must be approved by the Committee and the U.S. Postal Services.

3.17 House Numbers. House Plans must show a location and style for house numbers. The house numbers must be clearly readable from the street, but not so large as to be out of proportion to the structure, and compatibility to the overall design of the structure.

3.18 Exterior Lighting. Type and placement of exterior lighting devices must be approved by the Committee. The concern is to eliminate glare and annoyance to adjacent property owners and passerby.

3.19 Reasonably Screened from Public and Neighboring Views. As used in this Manual, “reasonably screened from public and neighboring view” means the use of a form of concealment such as shrubs, acceptable trees or a pre-approved fence that will prevent the object from being seen, from the vantage point of a RiverCrest Village street, walkway or neighboring yard (at ground level).

3.20 Utility Easements for Storm Drains. No permanent structure shall be constructed within the boundaries of an established right of way or easement, including the airspace above the defined ground area of the same.

3.21 Burn Barrels. No outdoor burning of garbage or other debris shall be allowed at any time. No burn barrels, or other facilities designed primarily for burning debris shall be permitted under these guidelines. Nothing in this paragraph shall prohibit the outdoor burning of yard waste such as leaves, clippings, etc., subject to City of Maupin regulations with regard to time and location.

#### ARTICLE 4 LANDSCAPING POLICY

4.01 Landscaping Design. All Lots shall be landscaped in a manner that is harmonious and compatible with the overall landscaping policy as noted herein.

4.02 Landscaping Maintenance. Each Owner shall maintain the landscaping and yard area in an attractive appearance and free from insects and diseases. Each Owner shall provide for the timely replacement of lost plant life, bark dust or ground cover.

#### ARTICLE 5 PLAN SUBMITTAL PROCEDURES

5.01 Procedure. Landscaping plans shall be submitted in duplicate to the Committee for approval (Appendix A). Landscape plans for a new home construction must accompany the plans for the Living Unit. Plans shall include a site plan, to scale (min 1/8" = 1 ft.) showing property lines, above ground structures, planting areas, location, and description of plantings, including species. Requests for approval of walls, fencing, or storage sheds, shall include design drawings or photos to assure quality construction and compliance with other requirements of this Manual. Applications to the Architectural Review Committee shall be handled as set forth in Section 2 of this Manual.

#### ARTICLE 6 MINIMUM LANDSCAPING REQUIREMENTS

6.01 Lots with Living Units. All front, rear and side yard areas shall be planted with any of the following: trees and shrubs (conifer or deciduous), ground cover, lawn and garden (vegetable, etc.) areas.

Colored rocks for ground cover will not be permitted. At a minimum each yard shall include:

- Two trees of 1-3/4" to 2" trunk diameter.
- Twelve 5-gallon plants.
- Ten 1-gallon plants.
- Ground cover and annual flowers in any flowerbeds.

Mounding of planting beds and lawn areas will be permitted if graded to blend with adjacent property and/or landscaping. Special care shall be taken to insure proper surface drainage to prevent water runoff onto neighboring property. The use of brick or stone masonry walls and raised planter beds is encouraged.

Owners are required to give these requirements to their landscape designer, architect and/or contractor prior to implementation of the work to facilitate and insure compliance. Any damage caused to the Common Property by the installation of landscaping or sprinkler systems on a Lot by an Owner or a contractor engaged by an Owner will be the sole responsibility of the Owner.

All New Home Starts shall have the yards landscaped in compliance with these requirements prior to being sold or within one hundred and eighty (180) days of completion or occupancy, (whichever occurs first) unless the Committee grants a written waiver. Paragraph 6.02 shall apply during this interim 30-day period.

6.02 Vacant Lots. Weeds and grass shall be kept mowed and not allowed to grow to a height of more than six (6) inches. All vacant Lots and Lots with partially constructed improvements shall be kept clean of

construction materials, equipment, and other debris such as grass and shrub clippings that would be unsightly or prevent or hinder mowing.

6.03 Yard Ornamentation. Excessive yard ornamentation will not be permitted. Excessive numbers (as ruled by the Committee) of items such as figurines, plastic flowers, colored lights, windmills, bird baths, and feeders, shall either be screened from public and neighboring view or be approved by the Committee. This Section shall not apply to seasonal holiday decorations, which shall be removed within two weeks after the holiday.

## ARTICLE 7 CONSTRUCTION STANDARDS

7.01 Common Property Owner, his contractor or any other person associated with construction of the Living Unit may not disturb the surface of the Common Property during construction or use any portion of the Common Property for storage or other activities related to construction. Roadways and adjoining Lots shall be kept clean and free of debris on a daily basis (and roadways free of mud) arising from construction activities on a Lot.

7.02 Construction Sites. Owners, Contractors and others shall keep a clean construction site. All construction debris, lumber remnants and scrap materials shall be removed from the site after each phase of work such as foundations, floors, walls, roofs, etc., and in no case allow the accumulation of more than one week's debris. In lieu of removal from the site, the Committee may authorize the use of a "Dumpster" if placed on the lot. Chemical toilets shall be placed on the construction lot, not in the street or on the sidewalk. Dogs, drugs, alcohol or loud radios are not permitted on the job site. Violators will be required to leave.

7.03 Noise Control Contractors, Owners and Others, shall restrict all loud noise-producing construction activities to the following hours:

Monday through Saturday, 7:00AM to 5:00PM. Sunday and Holidays, 9:00AM to 5:00PM.

7.04 Enforcement. If, as a result of construction activities on a Lot, violations of 7.01 or 7.02 occur, then in addition to any other remedies permitted by CC&Rs of RiverCrest HOA and law, the Association may correct the violation, charge the Owner of the Lot (or the perpetrator) for the cleanup (which shall be payable on demand), and place a lien on the Lot to secure payment..

## ARTICLE 8 REVISION OF ARCHITECTURAL MANUAL

8.01 Revisions. Pursuant to Article VI, Section 6.2 of the Declaration, the Board may, from time to time, amend, modify or revise provisions of the Architectural Manual, including the procedures for submitting, reviewing and approval of the Architectural Review Committee outlined herein; provided, however, that no such amendment, modification, or revision shall be binding upon the owners until notice of the same has been given to the owners by the Board, and no such amendment, modification or revisions shall affect structures, improvements, or landscaping approved prior to the enactment of such amendment, modifications or revision.

**APPENDIX A**

**RIVERCREST VILLAGE ARCHITECTURAL COMMITTEE**

**APPLICATION FORM: NEW CONSTRUCTION, LANDSCAPING AND ALTERATIONS**

The Architectural Committee, as provided for in the Declaration recorded in Wasco County, exists to maintain high standards for design, development and maintenance of Living Units and Lots. When an Owner wishes to construct a Living Unit or remodel an existing Living Unit, application is made to the Committee using this form (two copies are required). A completed application is required for the Committee to review the proposed construction for compliance with the Architectural Design Review Manual and the Declaration.

Lot Number \_\_\_\_\_ Street \_\_\_\_\_ New Address (if known) \_\_\_\_\_

Application Date \_\_\_\_\_ Anticipated Start Date \_\_\_\_\_

Square footage of Lot: . Square Feet of Living Unit \_\_\_\_\_

Property Owner(s) \_\_\_\_\_

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

Home phone: \_\_\_\_\_ Business phone: \_\_\_\_\_

Architect/Designer \_\_\_\_\_ Business phone: \_\_\_\_\_

Contractor/Builder \_\_\_\_\_ Business phone: \_\_\_\_\_

Type of Application (Check all that apply):  New Construction       Landscaping       Alterations

Description of Proposed Work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RIVERCREST VILLAGE ARCHITECTURAL COMMITTEE  
APPLICATION CHECKLIST  
NEW CONSTRUCTION

The following is a list of items must be included in New Construction Applications for review by the Committee. A complete Application must be submitted to the Committee 30 days prior to the anticipated start date. Please check off each item. Items not completed may result in Application rejection and require a re-submittal.

A. SITE PLAN (Include the following information)

Check:

- 1. Minimum Scale 1/4 inch = 1 foot.
- 2. Building location(s) using perimeters of building greatest extension, such as overhangs. Show all detached houses, garages, decks and patios.
- 3. Property lines – and distances to structures.
- 4. Tree locations – sizes, species, those to be removed.
- 5. Topography – existing and proposed changes with drainage improvements if any.
- 6. Utility service locations – T.V., Tel., Water valves, Hydrants, Gas Meters.
- 7. Driveways, walks and parking. Indicate materials/finish/color.
- 8. Privacy screening, fences and walls. Indicate materials/finish/color. Include screening for HVAC unit(s).
- 9. Outdoor Lighting.
- 10. North Arrow.
- 11. Special setbacks or easements.
- 12. Construction staging and access areas.
- 13. Temporary structures locations.
- 14. Service areas and permanent outdoor furniture and accessories. (See section 3.13, Arch. Design Manual)

B. FLOOR PLAN(S)

Check:

- 1. Minimum scale: ¼ inch = 1 foot.
- 2. Exterior door and window openings
- 3. Exterior walls and partitions.
- 4. Exterior stairways.
- 5. Exterior lights.
- 6. Decks, patios and porches.
- 7. Electrical meter location (recessed base and approved enclosure required).
- 8. North arrow.
- 9. Trash receptacles (location, how screened and access).

10. Type and location of heating and cooling system, location of outdoor unit.

### C. ELEVATIONS

Check:

1. Scale, Front (street) Elevation, Minimum ¼ inch = 1 foot. All others; 1/8 inch = 1 foot.
2. All exterior features; doors, windows, roof, siding, trim, foundations, railings, house numbers
3. Note all materials, finishes and colors.
4. IMPORTANT: Show proposed finish floor line and elevation, and proposed finish grade elevation.  
Indicate height of roof from finish grade. (max. of 30 ft.)

### D. TEMPORARY STRUCTURES to be used during construction:

1. Temporary storage, dumpster, construction shacks (describe): \_\_\_\_\_
- 
2. Temporary toilets:
3. Temporary staging and materials storage areas

### E. SITE WORK:

1. Walks and drives; materials, finish and colors, pervious and impervious
2. Plantings; provide landscaping plans demonstrating compliance with Minimum Landscaping requirements

### F: BUILDING MATERIALS

1. Exterior siding, include dimension to the weather and pattern.
2. Trim materials.
3. Brick, stone, stucco – color and pattern
4. Roofing: type, material, color.
5. Exterior openings
- Doors (materials, finish)
  - Windows (materials, finish) (No mirrored glass)
  - Skylights (materials, finish)
  - Garage doors (materials, finish)
6. Exterior; painting, stain, type-finish, color, (provide color chips)
- Siding:
  - Trim
  - Garage Doors
  - Swing Doors
  - Exterior light fixtures (vendor description, name)
  - Heating/cooling system (include type, and location if using solar panels or other exterior equipment)
  - HVAC screening

**APPENDIX B**  
**RIVERCREST VILLAGE ARCHITECTURAL COMMITTEE**  
**CONSTRUCTION AGREEMENT**

As a RiverCrest Village property owner and/or prospective homeowner, I/We have read the current Architectural Design Review Manual and the Application forms and fully understand the requirements contained therein.

I/We understand that any external changes to the approved plans must be submitted to and approved by the Committee prior to implementing the change.

I/We understand that by signing this agreement, specific permission is granted to the Committee and/or its agents to enter the property at reasonable times and upon reasonable notice, to inspect for compliance.

I/We understand that We may not disturb the surface of the Common Property during construction or use any portion of Same for storage of other activities relation to construction without the written permission of the Association.

I/We understand that if mud or debris is allowed to accumulate on the street, adjoining Lots or Common Property, as a result of the construction, I/We must remove it on demand of the Association. We further understand that if it is not removed promptly, the Association may have it removed and the cost thereof charged to Me/Us as Owners, and The Association may place a lien on My/Our property; if said costs are not paid promptly.

I/We understand that to enforce its standards, the Association may seek injunctions from a court of law and pursue other legal remedies

Lot Number \_\_\_\_\_

SIGNATURES

(All owners' signatures required)

Owner \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Date \_\_\_\_\_

**REPRESENTATIVE OF PROPERTY OWNER**

I certify that I am a duly authorized representative of the above named property owner and have the power to act in his/her/their behalf. In addition, I have made the owner(s) aware of all the above stated requirements.

Signature \_\_\_\_\_ Date \_\_\_\_\_

RIVERCREST VILLAGE ARCHITECTURAL COMMITTEE