

North Rim Design Guidelines May 2020 Revision Highlights

The Architecture and Landscape Committee (ALRC) periodically updates the North Rim Design Guidelines to provide clarification of the existing guidelines and to incorporate process changes addressing the root cause of issues that have from time to time occurred in development projects. We encourage you to be familiar with the entire document. What follows is a summary of key recent changes organized by Section of the Design Guidelines: In some cases the full text is given, and in others only a changed sentence or paragraph is provided. Minor wording changes to remove ambiguity are not included in this summary - for example multiple changes from “may” to “will” were made in the document. A new term “Surrounding Areas” was defined to substitute for the repetitive use of “North Rim neighboring homesites, common areas, sidewalks, paths and roadways”.

I. Philosophy and Process

A. ALRC Decision Appeal Process

- An ALRC decision may be appealed up to thirty (30) days after the decision is mailed to the applicant and/or their authorized parties.

- Any appeal request received after the allowed period will be denied. An appeal may also be filed by any other owner (not the applicant) in good standing.

D. Design and Contractor Professional Approval

- Approval on one project does not guarantee approval on future projects.

- Owners, and all parties to be authorized by owners for the project will sign documents that acknowledge that they accept and will abide by the Design Guidelines.

F. Firewise

- All owners are required to comply with Firewise requirements.

II. Review and Approval Process

- Additional fees will be incurred for more than one re-resubmittal and re-review (*Note: this change was put into effect by the HOA Board in 2019*).

- Changes to a submittal as requested by the ALRC, or any other changes to a submittal shall include a markup of the previous plan explicitly identifying the proposed changes and an itemized list of those proposed changes. Approval of a re-submittal does not implicitly approve items not identified in this manner, and nor are they implicitly approved in a future Final Design Approval.

- Approval of a submittal does not override the Design Guidelines unless that approval explicitly identifies the exceptions as waiving a Design Guideline.

- **Schematic Design Review**

- Schematic Design documents must be submitted to the ALRC at least fourteen (14) days prior to a scheduled ALRC review meeting and after the Pre-Design Meeting.

- These documents will be made available for review and comment to owners of homesites within 100 feet of the homesite and to owners with potential views impacted by the proposed improvements. Owners of these surrounding homesites will be sent reduced copies of the Schematic Design submittal via email (regular mail for those owners who do not have email addresses on file with the NRHOA Manager) and then have ten (10) days to provide written comments to the ALRC for consideration at the Schematic Design Review meeting. If any comments are received they will be taken into account in the Schematic Design Review meeting along with all other relevant information. Full-scale plans are available for review by contacting the NRHOA Manager. The ALRC will respond in writing to owners who submitted comments to explain how their concerns have been addressed or why they were not. An ALRC decision may be appealed by an Owner who feels an ALRC decision adversely and unreasonably affects them and/or their property. Only NR Owners in good standing may file such an appeal. This type of appeal must be received no later than 10 days after the written response is mailed to the owner. Any appeal request received after the allowed period will be denied. The process and fees described in Section 1 C. ALRC Decision Appeal Process will apply to these appeals.

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When a **Final Design Review** Submission is modified and re-submitted to the ALRC for approval, the update must be accompanied by 1) A Summary Page listing the changes from the previously submitted drawings, including the Drawing Page number that depicts the intended change/modification. 2) A ‘shaded area’ or ‘cloud’ on each Drawing Page highlighting the details of all proposed changes. Failure to indentify changes or modifications to the previously submitted Final Design will nullify approval of the missing / unidentified changes(s) until specifically approved in writing by the ALRC.

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C. Remodel/Addition and/or Landscape Changes

When an owner wishes to alter/remodel the exterior of an existing building and/or alter landscaping, an application for approval must be made to the ALRC by using the North Rim Schematic Submittal Form or the Application for Minor Property Improvements to the ALRC as appropriate. At its discretion, the ALRC shall decide which pages will need to be reviewed and approved by the ALRC. Completion of the pages applicable to the remodel and supplying the specified documents provides the ALRC with the information needed for a timely review of the proposed improvements and to render a decision. The ALRC will set the review fees based on the fee schedule approved by the North Rim Board of Directors. In cases where the fee schedule allows flexibility, the fees will be determined in the sole discretion of the ALRC based on the complexity and size of the submittal.

Interior remodels do not require ALRC review and approval; however, a parking plan for subcontractors at the home must be coordinated with the NRHOA Manager prior to the work beginning at the site.

Any changes or improvements to the exterior of the home, including but not limited to landscaping, exterior light fixtures, paint color, or stucco color, must be submitted for ALRC review and approval. A final inspection upon completion is required. Repairs and repainting that do not incorporate design changes and match the original approved materials and colors are considered normal maintenance items and do not require ALRC approval. When in doubt contact the ALRC Manager.

III. Site Development Guidelines

E. Parking

Each residence shall have a minimum two (2) car enclosed garage. Any garage should be planned so as not to dominate the street view of the home. Also, a minimum of four (4) additional parking spaces shall be provided within the Buildable Area to accommodate guests or service vehicles. Screening of all on-site parking may be required to minimize viewing of vehicles from Surrounding Areas. All parking areas must be shown on the Site Plan.

Only vehicles of guests are permitted to park overnight outside of the garage. Long-term exterior parking by guest vehicles (more than 48 hrs) is not permitted. No overnight exterior storage or parking of boats, any other recreational vehicles, or vehicles belonging to or leased by the owners (or their businesses) is allowed on any homesite within North Rim. All vehicles belonging to or leased by the owners and resident family or household members (or their businesses) shall be parked in a garage. Note: On-street parking (such as construction parking or special event parking) is only permitted with prior approval from the ALRC or NRHOA. Owners failing to comply with these parking requirements are subject to fines.

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H. Site Work

The ALRC requires that owners minimally alter the site from its original native condition to retain stormwater on-site and protect the existing watershed and drainage ways from any additional runoff. Structures shall be limited to the areas on the site where drainage, soil and geological conditions will provide a foundation that complies with applicable codes and ordinances. Soil analysis should be obtained to assure proper foundation design.

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Only minor changes to the existing topography are permitted with the exception of natural looking stormwater retention. The ALRC may approve more significant topographic changes; however, each condition will be reviewed on an individual basis.

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IV. Architectural Design Guidelines

J. Exterior Lighting

Owners must avoid installation and use of lighting fixtures that shine onto surrounding properties. The ALRC will attempt to consider the impact on surrounding properties and topography when reviewing exterior lighting. However, the actual impact on surrounding properties may not be determinable until installation is complete. Notwithstanding ALRC approval of any exterior light fixture, if a light fixture as installed glares or shines onto an adjacent property (as determined by the ALRC), additional shielding may be required to remedy this situation as approved by the ALRC.

K. Exterior Materials

The amount of stone required will be determined by the ALRC, however stone must cover a minimum of 10% of the building proper on the primary view side of the home as determined by the ALRC. The ALRC reserves the right to require additional stone. Stone site walls do not satisfy the stone minimum requirement.

M. Flagpoles

All flagpoles require ALRC approval and must conform to the following:

- Flagpoles shall not be taller than fourteen (14) feet measured from existing or finished grade, whichever is lower, to the highest portion of the flagpole assembly.
- Flagpoles are permitted only in Ornamental Areas or attached to the main residential building or its structures.
- Flagpoles shall be non-reflective and dark in color.
- Lighting of Flagpoles is prohibited.
- Up to two Flagpoles are permitted per lot.

N. Garages and Garage Doors

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No more than six garage doors are permitted, A double garage door is counted as 2 doors.

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Q. Service Yards

Each residence is required to include a designated service yard screened from Surrounding Areas. The service yard shall be designed as an integral component of the residence. Outdoor utility meters, and irrigation/lighting controllers will be placed in a Service Yard except where utility companies do not allow it.

Trash receptacles, compost bins and recycling bins must be stored either in a service yard designed for that purpose or in the garage. Owners should be aware that storing trash containers in the garages, especially if not air-conditioned, will result in unpleasant odors in the heat of the summer.

Other than approved outdoor furniture, grills and planters, no items may be stored outside except in a Service Yard (outside is inclusive of ornamental areas, natural areas and exterior building features such as decks/porches). This includes items such as, but not limited to, maintenance equipment, recreational equipment, supplies and firewood. Such items must be stored indoors or in a Service Yard. All items in a Service Yard must not be visible from Surrounding Areas. Owners should take appropriate precautions with respect to fire hazards created by items stored in Service Yards.

V. Landscape and Outdoor Design Guidelines

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C. Ornamental Areas

Ornamental Areas are landscape zones where non-native plants or turf are allowed. Ornamental Areas must be contained within site walls and/or structures. Ornamental Areas include, for example, a courtyard or atrium, where non-native plants or turf may be appropriate. Water features, benches and outdoor furniture must be located within Ornamental Areas. Ornamental areas shall be included in the buildable area and shall not encroach into lot setbacks.

Ornamental Areas must be clearly delineated from Native Areas by site walls, significant boulder outcroppings, hardscape and/or driveways. This ensures that NRHOA landscape personnel, who are responsible for maintaining Native Areas throughout the community, do not alter plantings in Ornamental Areas.

All landscapes in Ornamental Areas shall be irrigated with an underground sprinkler system and automatic controls. Plantings in the Ornamental Area may be at the Owners discretion or the Native Area Plant list (see Appendix A). However, NO invasive species are permitted, and plantings in Ornamental areas may NOT impact Neighbor or Common Area view corridors. It is also recommended that owners consider the impact of any plant species on Firewise and fuel ladders when selecting plants for their Ornamental Areas. For the purpose of specifying what constitutes an Invasive Species in the North Rim development the ALRC will use the following guidelines: 'Invasive Species' are those that are non-native to the ecosystem in the North Rim and whose introduction may be likely to be self-sustaining and do not need re-introduction to maintain or expand its habitat. Any plant that may overcome its barriers to germination or propagation and survive by expansion in nearby locations will be considered 'Invasive'. Defining 'Invasive Species' is by nature a Gray Area due to the uncertainty concerning the use and perceived meaning of the term, if questions arise, the judgement of the ALRC and its advisors will be final and non-negotiable. Ornamental Area designs and plants are still subject to ALRC approval.

L. Landscape Elements, Planters and Decoration

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Planter Pots: Pots shall be made of or have the appearance of a “natural” material such as stone, clay or textured/colored concrete and should be of earth tones or dark colors. Pots are restricted to placement only within the Ornamental Area or on a deck, patio or similar building exterior feature.

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Ornaments: Garden and lawn ornaments including sculptures require ALRC approval and if approved are permitted only in Ornamental Areas or on a deck, patio or similar building exterior feature.

M. Outdoor Furniture , Sports and Play Equipment

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Play Equipment: Details of location and proposed equipment must be provided for ALRC review, and approval must be granted before installation.

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Sports Court: Tennis and other dedicated sport courts are not allowed on homesites in North Rim

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VI. Construction Guidelines

Contractors and subcontractors are considered agents of the homeowner for whom they work, and violations of the Construction Guidelines by a contractor or subcontractor shall be deemed to be violation by the owner of the homesite. Violations will result in fines being imposed on the owner of the homesite by the ALRC.

B. Completion Assurance Instruments

At sole discretion of the ALRC, an Owner, builder/contractor, design professional, and/or landscape professional may be required to submit an irrevocable line of credit, cash deposit or completion and/or performance bond (Completion Assurance Instruments) prior to beginning work at the project site or between the final design approval and final ALRC inspection. The Completion Assurance Instrument(s) shall be in addition to the application fee and deposit required by the ALRC Design Guidelines. The ALRC also reserves the right, solely at its discretion, to require the submittal of Completion Assurance Instrument(s) during the design and construction of a project if the ALRC determines that the ALRC's Design Guidelines or any of the North Rim governing documents are not being followed. The failure of the builder, contractor or design professional to provide Completion Assurance Instruments when requested may result in a stop work order.

The Completion Assurance Instruments, in whole or in part, at the sole discretion of the ALRC, shall be forfeited if a finding is made by the ALRC that the builder, contractor or design professional has violated any provision of the ALRC Design Guidelines or any of the North Rim governing documents. Upon onsite inspection(s) and approval, the Completion Assurance Instrument shall be released to the builder, contractor, or design professional within 10 days of the notice by the ALRC of satisfactory completion of the project.

Owners of 1) projects designed and built for immediate sale where the lot owner at the time of submittal does not intend to occupy the residence, and 2) projects on lots that the owner, prior to project completion, lists or offers for sale shall be

required to obtain the following Completion Assurance Instruments as listed below:

1. Performance bond(s) in the amount of the proposed design and construction cost. Performance criteria shall be compliance with Design Guidelines and North Rim CC&R's.
2. Completion bond (s) to assure completion in the time frame established with the ALRC at time of submittal. Construction completion, including landscaping, shall not exceed 24 months.
3. Should the project not be bondable the Lot Owner at the time of submittal may propose other fiscal instruments that may assure the ALRC and NR HOA that the project will be compliantly completed.

Owners of projects on lots that the owner, prior to project completion, lists or offers for sale must notify the ALRC of the intent to sell within 10 days of listing or offering the lot.

The Completion Assurance Instruments described in this section are a non-exclusive remedy in the event that an owner or contractor is not compliant with the ALRC Design Guidelines or any of the North Rim governing documents. Notwithstanding the submission of Completion Assurance Instruments or any alternative fiscal instruments, the Association reserves the right to exercise any and all remedies available to it under the Association's governing documents and the laws of Oregon, including its right of entry, right to levy fines, or the right to seek equitable relief or damages in a court of law.

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E. Trash and Debris Removal

Contractors shall clean up all trash and debris on the homesite at the end of each day. Trash and debris shall be removed from each construction site at least weekly and not be allowed to accumulate. Lightweight materials, packaging, and other items must be covered or weighted down to prevent them from being blown around or off the homesite. If debris is blown onto neighboring natural areas, public parks and common areas contractors will promptly remove such debris. If debris blows onto neighboring non-Native areas, such as ornamental areas, the contractor will coordinate with the neighboring owner to arrange cleanup.

EXHIBIT J

Outdoor Pools

The scope of this exhibit includes outdoor pools, permanent outdoor spas and outdoor infinity pools.

This exhibit and the associated drafts clarify the allowable approaches and process to utilize site walls to enclose an outdoor pool in the event an owner wishes and proposes to design and build an outdoor pool. The approaches outlined in this exhibit clarify how a vertical safety barrier is to be installed around a pool without violating the North Rim CC&R and design guideline prohibitions against fences in North Rim. *The use of site walls to enclose an outdoor pool, permanent spa and/or infinity outdoor pool is required and illustrated on options 1 and 2 which are attached to the exhibit.*

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