



# RULES & DESIGN GUIDELINES

RESIDENTIAL ARCHITECTURAL STANDARDS

WEST BEND PROPERTY COMPANY LLC

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## CONSTRUCTION APPROVAL PROCESS

All Lots within the Master Declaration of Covenants, Conditions and Restrictions (CC&Rs) for NorthWest Crossing are subject to these Rules & Design Guidelines. Capitalized words are as defined in the CC&Rs. The Owner of a Lot may be referred to within as an applicant. The application of these Rules & Design Guidelines shall be subject to the approval of the NorthWest Crossing Architectural Review Committee (ARC) which shall also approve the installation of all buildings, fences, landscaping (including water features), exposed solar devices, air conditioning, mechanical equipment, antennas, satellite dishes, utility meters, and all other exposed site and building components, and removal of trees.

Exceptions to the Rules & Design Guidelines shall be considered on an individual basis, and granted based on architectural merit, as determined by the ARC. The ARC reserves the right to amend or alter the Rules & Design Guidelines as needed.

All improvements are subject to codes and ordinances as adopted by the State of Oregon, Deschutes County, and the City of Bend, and all other pertinent regulations. The most stringent regulations shall apply in the event of a conflict.

### **Application and Submittal Requirements**

The Construction Submittal Form and Application is available online at [www.northwestcrossing.com](http://www.northwestcrossing.com) and at the offices of West Bend Property Company LLC, located at 409 NW

Franklin Avenue, Bend OR 97703.

### **Preliminary Review**

Preliminary review is required for all applicants.

All applicants must meet with the ARC for an orientation meeting. The orientation meeting will introduce applicants to the vision of NorthWest Crossing and familiarize them with the application review and approval process.

The preliminary review of a schematic design tests the building and site concepts. The schematic design submittal shall include the site plan with topographic information, such as tree locations, rock outcroppings and general grading information all accurately shown, all elevations showing site grading conditions and floor plans. Concerns or objections are easier to address and less costly when they are identified at the beginning of the design (schematic) process.

Preliminary reviews are required for ‘other’ style home designs: any style other than the approved styles indicated herein. If an applicant wishes to pursue an “Other” style design, a Preliminary Review with the ARC is required. In preparation for this Preliminary Review meeting the applicant should collect precedent documentation demonstrating that the “Other” style is an historic design style. Historic is defined as at least 50 years old. Precedent documentation can include photos depicting the proposed “Other” style in a comparable neighborhood setting to NorthWest Crossing. In addition, all “Other” styles must fit within the existing architectural fabric of NorthWest Crossing in order to be approved.

### **Responsibilities**

It is the responsibility of each NorthWest Crossing applicant to read, understand and adhere to the Declaration of Covenants, Conditions and Restrictions (CC&Rs) for NorthWest Crossing; Prototype Handbook; ARC Construction Submittal Form and Application; and these Rules & Design Guidelines.

### **Construction Contractors’ Board**

All Builders are required to have a current Oregon Construction Contractors’ Board (CCB) License, and CCB-required insurance and will be required to submit proof of CCB License and insurance to the ARC.

### **Earth Advantage® Certification**

Earth Advantage® Certification is required for all homes built in NorthWest Crossing. Verify costs and standards for certification with Earth Advantage.

Applicant will be responsible for 100% of the cost of Earth Advantage® Certification.

**Architectural Review Committee**

**General**

West Bend Property Company LLC has established the NorthWest Crossing ARC to implement and administer these Rules & Design Guidelines. The ARC shall exercise the functions for which it is given responsibility by West Bend Property Company LLC, as provided in the Declaration of CC&Rs for NorthWest Crossing and for the modifications, promulgation, and enforcement of its rules governing the use and maintenance of homesites and the improvements thereon.

**Committee Membership**

The ARC shall consist of at least three persons who shall be appointed by West Bend Property Company LLC. Members of the ARC may be removed and replaced at any time by West Bend Property Company LLC. Except as otherwise provided herein, any quorum of members of the ARC shall have the power to act on behalf of the Committee without the necessity of a meeting and without the necessity of consulting the remaining members of the Committee.

**Architectural Standards**

The ARC exists for the purpose of maintaining the high standards in design development and in overseeing appropriate building and property use in NorthWest Crossing. The Committee reviews submittals and makes rulings that may supersede the City of Bend and/or others. In addition to establishing and maintaining an overall aesthetic for NorthWest

Crossing, the intent of these Rules & Design Guidelines is to ensure that all homes maintain a level of design quality that is compatible.

**Preparation for Preliminary and Final Review Submittals**

Preliminary and Final review are similar processes and require approximately the same amount of time for the review. Alterations or additions to buildings require the same amount of time as Formal Reviews for the review process. Preliminary review is also recommended for alterations. The timetable for both Preliminary and Final review have three related aspects.

- 1). The applicant must first prepare for the review. This preparation should include:
  - a. Confirm with the ARC at West Bend Property Co. LLC (409 NW Franklin Ave., Bend, OR 97703; (541) 382-1662) that your copy of the NorthWest Crossing Rules & Design Guidelines is the most recent edition (all copies are dated).
  - b. Request a current copy of the NorthWest Crossing ARC Construction Submittal Form and Application.
  - c. Read and understand the CC&Rs for NorthWest Crossing; Prototype Handbook; Rules & Design Guidelines, and the ARC Construction Submittal Form and Application.
- 2). The second aspect is development and formation of your

proposal. This normally includes formation of your building concept and synthesizing it within the constraints of the NorthWest Crossing Rules & Design Guidelines. All construction is subject to all codes and ordinances as adopted by the State of Oregon, Deschutes County, and the City of Bend, and all other pertinent regulations. The most stringent regulations shall apply in the event of a conflict.

3). The third aspect is the ARC review. At least three business days prior to the next ARC meeting, the ARC of West Bend Property Company LLC must receive your submittal. Complete submittals received prior to 12 PM on the Friday preceding the next ARC meeting should be reviewed at the following ARC meeting. Please contact the ARC at (541) 382-1662 for scheduled meetings.

After a complete and accurate application is received, the ARC will complete their review within a two-week period, and submit a report of their findings.

**Preliminary Review Advantage**

There is no fee for Preliminary Review. The Preliminary Review process is required for all submittals.

The Preliminary Review process tests the building and site concept, conformance to the selected Architectural Style and Floor Area Ratio (FAR) compliance, see FAR exhibit on page 9. The purpose of the preliminary review is to review designs at an early stage, to obtain ARC comment on designs that may not be in keeping with the NorthWest Crossing Rules & Design Guidelines. Preliminary review also may identify designs

that could be duplications of others in close proximity. The preliminary review allows the applicant to obtain ARC advice regarding conceptual/schematic designs before final construction drawings are prepared.

Concerns or objections are easier to address when they are identified at the beginning of the design process. Should the ARC require changes that effect the building’s structure, exterior materials or exterior details, it is much easier to deal with them prior to completing final construction budget and drawings; and/or applying for building permits.

Preliminary review shall not be deemed to be a final approval for the construction of the improvement(s). The ARC's written preliminary review response serves as a record of the general ideas and comments noted during the ARC review of the preliminary design submittal. It is the Applicant's responsibility to comply with all aspects of the NorthWest Crossing Design Guidelines. The preliminary review does not constitute an approval of any future formal submittal in whole or in part.

Applicants are required to attend Preliminary Review Meetings (call to schedule a time). Attending the preliminary review meeting affords the ARC and the applicant the opportunity to discuss design objectives/intent and allows the ARC to provide comments and suggestions directly to the applicant.

**The ARC Review**

ARC meetings are closed (while reviewing Final Submittals)—

only ARC members, the independent architect consultant, and a representative(s) of West Bend Property Company LLC will be present. At the ARC meeting, when your project is reviewed, the plans, application, and independent architect consultant comments are reviewed and evaluated by the ARC members.

**After the ARC Review**

After the ARC meeting a review letter is prepared, listing any ARC comments, requirements, concerns or conditions of approval. A copy of this letter will be provided for your design and construction agent(s).

The applicant must respond to the ARC review letter *in writing* prior to any construction activity done on site. Additionally, if there are specific areas of concern or a requirement for more information, the applicant may be required to meet with a representative of the ARC to discuss these issues and/or deliver revised drawings or provide the supplemental information before the ARC will issue a final approval allowing construction to begin.

Excavation and construction may begin only after all issues (if any) are resolved, a final ARC approval letter has been granted and the applicant’s written and itemized acknowledgement of the approval letter and a signed conformance agreement has been received by the ARC.

Some items such as paint colors, masonry samples, catalog cuts, etc. may be deferred submittals. However, deferred submittals must be provided for review and approval at a

later ARC meeting and prior to installation. It is prudent to plan color schemes and material choices well in advance of scheduling painters, masons and other specialty subcontractors.

If construction approval has been granted and construction has not begun within one year of receiving approval, the application and approval expire and the refundable portion of the application fee will be refunded. A new application, a current fee, and a new ARC review and approval will be required if construction is scheduled to proceed after this time.

**Appeals**

Appeals to the ARC will be considered based on merit of the request. Appeals must be written and submitted within 14 days of ARC written decisions to the West Bend Property Company Board of Directors.

**Enforcement**

As provided by the NorthWest Crossing CC&Rs, the NorthWest Crossing Architectural Review Committee (ARC) and/or its representative(s), shall be authorized, upon receipt of an application and submittal to build, to make onsite inspections of the homesite and proposed construction at any time.

As provided by the NorthWest Crossing CC&Rs, any breach of the CC&Rs shall subject the breaching party to any and all legal remedies, including fines, damages or the destruction, removal or the enjoining of any offending improvement or condition. In the event that an applicant fails to comply, the ARC

and/or its authorized representatives may proceed with enforcement as provided for in these Rules & Design Guidelines, the NorthWest Crossing Fine Schedule, and the NorthWest Crossing CC&Rs.

**Performance Bonds**

At the sole discretion of the ARC, a builder, contractor, design professional or applicant may be required to submit a performance bond in the form of an irrevocable line of credit or cash deposit (as determined solely by the ARC) prior to beginning work at the project site. The performance bond shall be in addition to the application fee required by the Rules and Guidelines. The ARC also reserves the right, solely at its discretion, to require the submittal of a performance bond during construction of a project if the ARC determines that the Rules & Design Guidelines or the CC&Rs are not being followed. The failure of the builder, contractor or design professional to provide a bond when requested may result in a stop work order. The performance bond, in whole or in part, at the discretion of the ARC, shall be forfeited if a finding is made by the ARC that the builder, contractor or design professional has violated any provision of the Rules & Design Guidelines or the CC&Rs. After onsite inspection(s) and approval, the bond shall be released by the ARC to the builder, contractor or design professional within 7 days of written notice by the ARC of the satisfactory completion of the project.

**Non-Conforming Uses**

If an applicant has any improvement, condition or use not in compliance with the Rules & Guidelines as adopted and

amended, even though said improvements existed prior to the adoption of these rules, the applicant will be granted a reasonable time as determined by ARC from the date of notification by the ARC to comply with these rules.

**Non-Waiver**

Consent by the ARC to any matter proposed to it or within its jurisdiction, or failure by the ARC to enforce any violation of the Rules and Guidelines, shall not be deemed to constitute a precedent or waiver impairing the ARC’s right to withhold approval as to any similar matter thereafter proposed or submitted to it for consent or to enforce any subsequent or similar violation of these Rules and Guidelines.

**Severability**

If any section, subsection, paragraph, sentence, clause, or phrase of these Rules & Design Guidelines is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of these Rules & Design Guidelines.

## SUBMITTAL REQUIREMENTS

### **Complete and Accurate Submittals**

A complete submittal (supplying all of the information outlined in the checklist) ensures the most expedient review and approval process. Information missing from a submittal and/or inaccurate drawings may delay the review and approval process, *as the ARC will not review an incomplete submittal.*

Submissions should be made at least three working days prior to the next scheduled NorthWest Crossing ARC meeting. Submittals received prior to 12 PM on a Friday will typically be reviewed at the next ARC meeting. The ARC reserves the right to limit the agenda based on the number of submittals received; some submittals may be reviewed the following week. Additionally, the ARC schedule may be affected by Holidays.

Submit to the ARC the following:

#### **Site Plan (1 copy) to include:**

- ☐ identify building architectural style
- ☐ drawing scale: 1" = 10' (recommended)

Lot size: confirm lot size as noted on the recorded plat.

- ☐ building footprint location, roof plan including overhangs, and driveway clearly marked

- ☐ property lines, setbacks, sewer, and all easements (if any)
- ☐ all tree and rock outcropping locations (trees which are proposed for removal, as well as all existing trees to be retained, must be clearly designated as such on the plan). Tree size and species noted and accurate drip line indicated. If a site has no trees, the site plan must note that condition.
- ☐ grading plan showing existing contours of site slope and proposed contour changes, both at 2' intervals (retaining walls, if any, must be reflected accurately on the grading plan). If a site has less than 2' of slope, the site plan must note that condition. Lots with 5' or more of grade change across the lot require a formal topographical survey stamped and signed by a licensed professional surveyor. Survey shall locate and identify trees (species and diameter) and all easements, if applicable.
- ☐ all utility stub locations and their proposed trenching locations to the home/building
- ☐ Exterior lighting plan (include fixture catalog cut sheets) showing locations of all exterior lighting on the building and the site.
- ☐ north arrow
- ☐ location of the following clearly marked: walkways, decks, retaining wall(s), proposed utility lines, service yard/trash storage, parking areas, spa/hot tub facilities, utility, and storage yards, etc.

- ☐ first floor elevation of home (in relation to existing grade) noted on plan
- ☐ highest ridge elevation of the home (in relation to existing grade) noted on the roof plan
- ☐ on-site drainage/containment systems locations and details
- ☐ Tree Protection Measures
- ☐ FAR calculation (See page 9 for FAR exhibit)

#### **Exterior Elevations (1 copy) to include:**

- ☐ drawing scale: 1/4" = 1'
- ☐ Doors (include catalog cut sheets), window openings, garage doors, trim and design features.
- ☐ Walls, partitions, storage enclosures, fences, HVAC enclosure, trash/recycling enclosure.
- ☐ Stairways, rails, decks, patios, porches, landings, spa facilities, under deck/stairwell screening.
- ☐ All utility meter locations and meter housing.
- ☐ Roof, siding (including exposures), foundation, masonry materials clearly noted.
- ☐ Exterior light fixture locations and design (include catalog cut sheets).
- ☐ proposed structure's main floor line drawn and its elevation noted in relation to existing grade



- ☐ accurate finish and existing grades drawn and noted
- ☐ 8 1/2" x 11" reductions of front elevation
- ☐ all mechanical, plumbing and all other roof penetrations (the ARC prefers that roof penetrations not be visible from the front elevation).
- ☐ correct image orientation; stock plans reflecting mirror image, or merely listing materials without drawing them, will not be accepted

**Floor Plan(s) (1 copy)**

- ☐ drawing scale: 1/4" = 1'; All dimensions shown on the floor plans.
- ☐ Walls, partitions, door and window openings.
- ☐ Utility and trash/recycling locations.
- ☐ Stairways, rails, decks, patios, porches, landings, spa facility locations.
- ☐ Heating and cooling system locations.

**Application Form (1 copy)**

- ☐ applicant(s) must sign and date signature page
- ☐ cover sheet must be completed with pertinent addresses, phone numbers, legal description, street address, etc.
- ☐ all pages in application must be completed

**ARC Application Fee**

- ☐ A check made to West Bend Property Company LLC in the amount of \$5,000 for formal new construction submittals. Preliminary review has no fee.
- ☐ Remodel/addition application fee is \$1,000. There is no application or fee required for remodels that do not increase the square footage or impact the exterior elevations of the building.

**Color/Material Samples**

Color/material samples are a required submittal and are best assembled at the time of the formal construction submittal; however, applicants are permitted to submit them at a later date for review and written approval. Samples should include the following (see application):

- ☐ Exterior window, siding, roofing colors and materials
- ☐ Exterior light fixture samples and/or legible catalog cuts or drawings
- ☐ Exterior door catalog cuts
- ☐ Masonry and paver samples

Once a preliminary color review is completed the paint colors will need to be applied and presented on site with the exact claddings applied to a 4' x 4' mock up board. This color palette board is to remain *on site* installed on a pair of 4"x 4" posts. Roofing and masonry samples should also be on site for the review. Please notify the ARC when your colors are on site. At

that time, or prior to, submit an 8" x 11" elevation depicting proposed color locations.

**Landscape Plan**

- ☐ Drawing scale: 1" = 10'
- ☐ Drainage
- ☐ Plant size, species, common names and quantity; and all other landscaping components
- ☐ Street Trees (see NorthWest Crossing Street Tree Guidelines)
- ☐ Site and Building layout

A landscape plan is not required during the initial review process. However, a complete landscape plan must be submitted for review and approval, in a minimum 11" x 17" format, prior to the execution of any such work and prior to occupancy. No additional fees are required for landscape review. Beginning landscaping construction prior to ARC review and written approval may result in a forfeiture of the ARC application deposit.

Landscaping (formal or re-naturalizing) of the entire lot shall be completed prior to or at the time of home completion. The ARC may approve an extension for landscape completion due to inclement weather.

**Deposit Refund and Inspection**

Up to \$3,500 of the application fee will be refunded if the building and landscaping are completed and meets all ARC standards, requirements, conditions, and design guidelines. Inspection schedules become full during the building season; sometimes inspections are not feasible due to weather conditions. A request for an inspection may require a lead-time of up to three weeks.

Up to \$500 of the application fee will be refunded if the remodel, addition or alteration is completed and meets all ARC standards, requirements, conditions, and Design Guidelines.

If ARC final inspection approval is not obtained within 18 months of the initial ARC approval letter date, the deposit may be forfeited. Forfeited deposits may be used to bring the subject property into compliance with the approved plans, specifications and these Rules and Design Guidelines, or for ARC related expenses.

**Miscellaneous**

The ARC Application Fee may be changed at any time.

As provided by the NorthWest Crossing CC&Rs, the NorthWest Crossing ARC and/or its representative(s), shall be authorized, upon receipt of an application and submittal to build, to make onsite inspections of the homesite and proposed construction at any time.

Violation(s) of these Rules & Design Guidelines that are

discovered during an inspection will be communicated to applicant. The ARC and/or its representative(s) shall provide written notice of noncompliance to the applicant, including a reasonable time limit within which to correct the violation(s). In the event that an applicant fails to comply within this time period, the ARC and/or its authorized representatives may proceed with enforcement as provided by the NorthWest Crossing CC&Rs.

In addition, the applicant is responsible for notifying the ARC upon completion of the proposed construction, at which time the ARC shall arrange a final inspection to verify compliance with the plan as approved and to verify compliance with the Prototype Handbook and these Rules & Design Guidelines.

**General**

The ARC exists for the purpose of maintaining the high standards in design development and overseeing appropriate building and property use in NorthWest Crossing. The Architectural Review Committee (ARC) reviews submittals and makes rulings that may supersede the City of Bend and/or others.

**City Building Requirements**

The City of Bend requires that a building permit be obtained prior to beginning construction of any improvement or making additions or changes to an existing structure. Application with the intent to circumvent the City of Bend code requirements will not be approved. Please verify all City of Bend regulations with the building and planning departments at (541) 388-5580.

**Utilities**

All connections from trunk lines to individual structures must be underground (see Rules & Design Guidelines/Utilities).

Utilities are available from Pacific Power and Light, Cascade Natural Gas, QWEST and Bend Broadband. The City of Bend provides water and sewer services. Utilities have been extended to the property boundaries of each homesite for electricity, gas, cable, phone, water and sewer.

## RESIDENTIAL ARCHITECTURAL STANDARDS

### **Accessory (Detached) Buildings** **(i.e. Garages, Sheds, Greenhouses, etc.)**

All detached buildings will be evaluated on an individual basis. If allowed, detached buildings shall be designed to integrate with the main residence (same materials and details). All accessory buildings must be on a concrete foundation.

### **Accessory Dwelling Units (ADU) (see Prototype Handbook for permitted zones)**

Accessory Dwellings may be allowed after ARC review and written approval and shall conform to the Prototype Handbook and the following procedures and conditions:

- a. Preliminary review of the Accessory Dwelling's location on the site as well as its exterior elevations are required.
- b. Preliminary review of the Accessory Dwelling may result in required changes to the structure or siting prior to obtaining ARC approval.
- c. Some Accessory Dwelling submittals may not be approved if the ARC determines the building does not conform to the architecture of the primary building, or for other reasons determined by the ARC to be nonconforming to the site, neighborhood, or other

relevant circumstances.

- d. The Accessory Dwelling shall be no larger than 40% of the living area (excluding the garage) of the primary dwelling, or 600 square feet total (including circulation space and storage areas), whichever is less.
- e. The ARC may consider a home design with an ADU by allowing a FAR up to 55% of the lot size. Form and massing of the home will be significantly weighted in the ARC's consideration of any additional square footage added to incorporate an ADU. City of Bend Development Code will guide ADU on-site parking requirements.
- f. The Accessory Dwelling Unit shall have an enclosed trash and recycling yard.
- g. The Accessory Dwelling's height shall be compatible within the neighborhood and shall comply with all height restrictions noted herein.
- h. The maximum height of a detached ADU is 24 feet.
- i. A maximum of one Accessory Dwelling unit is allowed per lot.

### **Adjacent Private Property**

Adjacent property may not be used for access to any construction site without the adjacent property Owner's approval. Adjacent property may not be used as a parking area or staging area by any contractor or subcontractor working

on the homesite. In the event of damage to adjacent property, the applicant will be held responsible for restoration of the adjoining affected property and/or may result in a partial forfeiture of the ARC fee.

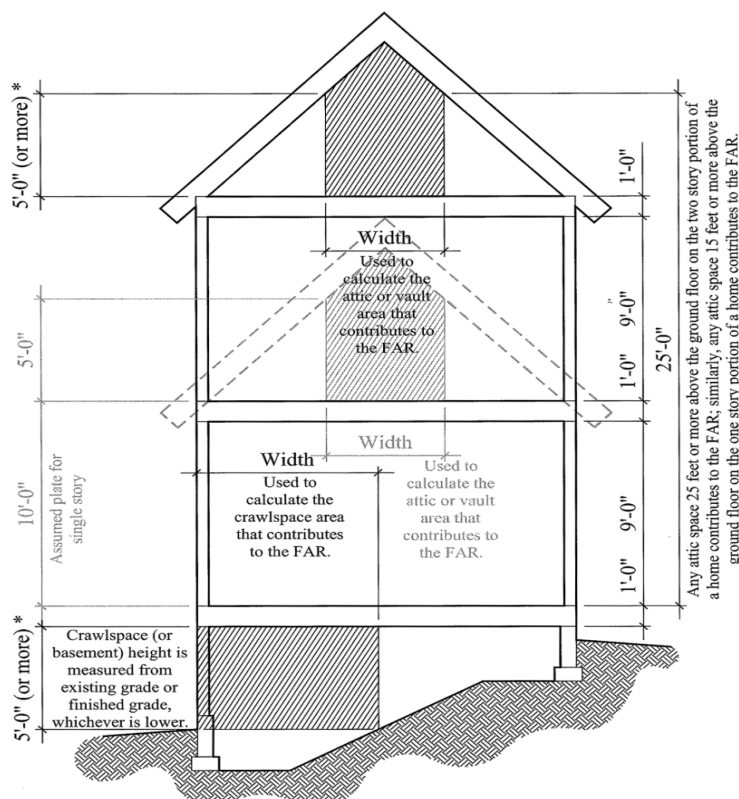
It is imperative to keep adjoining properties free of construction litter. **Daily clean-up is required.**

### **Animal Runs and Animal Restraint Areas**

All animal runs and animal restraint areas must receive prior ARC review and written approval before they are built. These areas shall be situated on a homesite so as to be concealed or screened from view from roadways and neighboring homesites and must comply with fencing guidelines. (See Fencing)

### **Awnings**

All proposed awnings must be submitted for ARC review and written approval. The awnings must be constructed of a material selected to blend with the body color of the home. No stripes or patterns will be permitted. The bottom edge of the valance must be straight, not decorative (no scallops, notches, etc.).

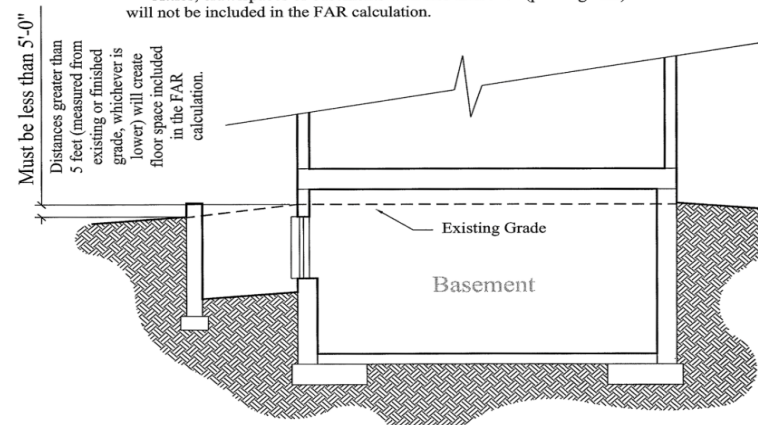


The Floor Area Ratio (FAR) limits a home's massing/volume. The maximum home size is determined by multiplying the lot size by the applicable FAR. For example a 5500 square foot lot:  $5500 \times .48 = 2640$ . So, using the diagrams in this exhibit the home (including the garage floor area) for this 5500 square foot lot may not exceed 2640 square feet. Porches, decks and patios are excluded from the FAR calculation. NorthWest Crossing applies the FAR to single family detached homes/lots as follows:

Phases 1 through 5 have a 55% FAR applying to lots less than 6,000 square feet; Phases 6, 8 and 9 have a 48% FAR applying to lots less than 6,000 square feet; Phases 7, 11 and beyond have a 48% FAR, which applies to all lots.

Basements and daylight basements are not included in the FAR calculation, providing they comply with the diagrams. Area wells for basement windows are permitted and do not impact the FAR calculation; providing the grade surrounding the area well complies with the diagram below.

\* = Attics, crawlspaces or basements with less than 5'-0" (per diagrams) will not be included in the FAR calculation.



## **Buildable Area and Setbacks**

### **(see Prototype Handbook)**

#### **Floor Area Ratio:**

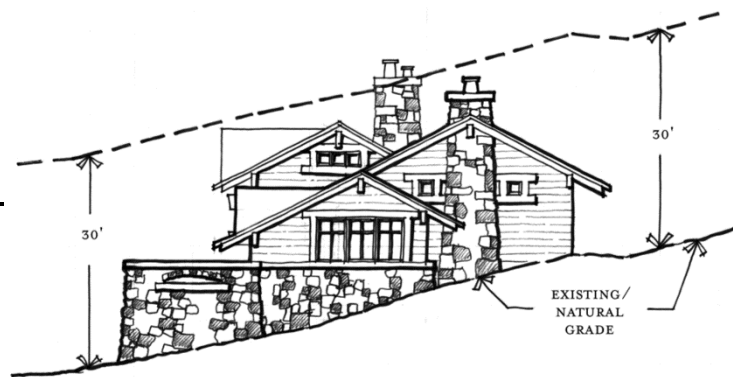
The FAR is a calculation to limit the volume and/or massing (see example left). The ARC is available to assist in the FAR calculation.

#### **Other Setbacks**

Certain architectural features may project into required yards or courts as follows: cornices, canopies, eaves, belt courses, sills, or other similar architectural features, or fireplaces, but these may not in any case extend more than 24 inches into any required yard area.

**Building Height (see Prototype Handbook)**

In addition to conforming to the City of Bend building height requirements, no building shall exceed 30 feet in height. The ARC measures maximum height from the highest portion of the roof vertically to the natural or finished grade, whichever is lowest. This measurement shall not exceed 30 feet (see example). Furthermore, the ARC reserves the right to require building heights less than city standards.



**Burning**

The open burning of construction or yard debris is not permitted at any time on any homesite in NorthWest Crossing.

Exterior wood burning devices (chimeneas, etc.) are prohibited. No wood burning stoves or fireplaces are allowed.

Portable gas or electric heaters are permitted providing they are operated and maintained in accordance with the manufacturer’s instructions.

**Chimneys**

All exterior chimney chases surrounding flues must be founded and of wood shingles, stone masonry, stucco, lap siding, brick or other materials approved by the ARC. A chimney chase and shroud, large enough to completely cover the metal fireplace flue, is required. The chimney chase, flue and shroud shall be painted to match surrounding materials, eliminating the glare from the raw flue and sheet metal, as unfinished metal flues are not permitted. Wall mounted direct vent terminations located in conspicuous locations as seen from street frontages are not permitted; chimney elements may be required.

**Decks, Porches and Deck/Porch Skirting**

The front porch areas of homesites are an integral part of living in NorthWest Crossing as well as an integral part of the view from neighboring properties.

Front porches must be sized to function; therefore, all porches must be at least 6' deep as measured from the home's exterior wall to the outside of the railing or street face of porch.

Elevated decks shall have supports of not less than 6"x6", or consistent with the architectural style of the home as determined by the ARC. Built-up wing walls or built-up columns (clad with siding material), both in conjunction with landscape screening are encouraged and in some cases will be required.

Front porch and/or deck areas may be required to have at least two treads or three risers above existing grade. Exceptions to this will be considered by the ARC on an individual design review basis. Front porches must be enclosed with a concrete stemwall. On sloping sites or where front porch is elevated more than 2 steps, the area between the bottom of the deck and the concrete stemwall must be made of the same material as the home and be applied in the same direction, unless otherwise approved by the ARC. Stone masonry, lap siding, or wood lattice may be approved for skirting of porches and decks, providing the materials and proposed application is appropriate for the architectural style of the home.

Trellis materials may be wood, welded steel or iron. Railings, balustrades and related components may be wood, painted welded steel or iron. Columns, posts, piers and arches may be cast concrete, stucco, masonry, wood, lap siding, or fiberglass.

See Hillside Homesites on Page 15.

**Drainage**

A drainage plan must be included as part of all construction and landscape submittals, and is subject to ARC approval. All site drainage must be retained and disposed of on the Owner’s property. Provisions for the disbursement of roof, gutter, homesite, landscape, walkway and driveway drainage are the property Owner’s responsibility. Owners should consult with professionals to discuss drainage risk factors and

specific solutions.

Lots may be subject to additional water difficulties (from street run-off or other sources) during conditions that exceed the system’s designed capacity should investigate the possibilities of a free-draining foundation system around the entire perimeter of the foundation or other effective drainage system(s) recommended by your drainage professional.

Some areas in NorthWest Crossing may be susceptible to street drainage and erosion problems during conditions that exceed the system’s designed capacity.

**Driveways**

Driveway cuts onto NorthWest Crossing roadways and alleys will be limited to one per homesite, unless otherwise approved by the ARC. Driveways longer than 25' must begin to narrow to the maximum extent possible or to a maximum width of 14' and in all cases the width of the drive must be kept to a minimum, while still allowing reasonable access to parking areas and garage access. The City of Bend requires a permit prior to constructing the curb cut for any driveway. Driveways may be concrete, asphalt or masonry paver. Concrete sidewalks and aprons at driveways shall be 6" thick, minimum.

**Duplication**

Duplication of a building design is discouraged. The front facade design is allowed once per phase and is subject to ARC review and approval.

In cases where similarity in building design or appearance is deemed a concern by the ARC, modifications may be required to eliminate similarities.

**Excavation**

Each homesite shall be developed with minimal modification of the existing topography. All excavation spoils must be promptly removed from the site. All areas disturbed during construction must be restored to their original appearance (see "Landscaping" section) or in accordance with an approved landscape plan.

**Exterior Colors and Stains**

All exterior colors are subject to review and written approval by the ARC for both original painting and subsequent repainting. Exterior color treatment shall be continuous on all elevations. Colors appropriate to the historic style of the home are strongly recommended. Bright body colors will generally not be acceptable.

Care shall be taken to avoid duplicating colors of nearby homes. Natural wood siding and natural shakes must be stained or treated.

Color submittals will be processed by the ARC in the office for preliminary review. An onsite review will be done by the ARC prior to final approval.

**Exterior Design Treatment**

Careful application of the prototype examples in the Architectural Styles section of this book is essential. Use of the massing examples is encouraged. Applicants are strongly encouraged to review ARC files of homes on adjoining homesites to aid in window placements and other conditions on side elevations. Roof slopes and overhangs shall be appropriate for the particular architectural style (as determined by the ARC).

Several things must be considered during the design process to effectively address specific site conditions. Adequately excavating for the lowest floor can better “marry” the building to the site. Sensitively selecting roof pitches and roof massing can lessen the perception of height. Stepping the building profile from the point of low grade back toward the higher grade reduces the building mass, particularly as seen from lower viewpoints. Reducing story heights at the ends of the building adjacent to neighboring properties can substantially soften such end conditions. Prudent use of materials may be effective tools to reduce the height and mass (i.e., masonry projecting bays, base trim boards, frieze boards, and belt courses are a few design alternatives for effectively eliminating long, tall, uninterrupted walls.).

Applicants are strongly encouraged to minimize the massing and visual impact of the garage. The space between the top of the garage door(s) and the roof shall be kept to a minimum as determined by the ARC (see Garages).

The design of a dwelling shall consider the negative visual impact of tall, imposing facades upon neighboring properties. This is of concern with any home designed for a homesite of considerable slope; it is of particular concern where a tall, flat face of a building may be exposed to roads or adjacent sites.

The ARC encourages and may require the fenestration, projecting bays, and all other architectural features to avoid long, uninterrupted walls and to have all sides of the building be coordinated. Integrating architectural elements around the building will enhance it as a whole and should augment the architectural character of the building. See Hillside Homesites for more information on tall facades.

Buildings close to setbacks may be required to step the upper floor back, vary roof forms, include pop-outs, or include other architectural elements to articulate the building mass so as to avoid long, tall and narrow spaces between buildings.

Exterior material treatment used on the building walls shall be continuous and consistent on all elevations of a residence in order to achieve a uniform and complete design and must avoid a “veneer” look. Exterior siding material must be carried down to within eight inches of finish grade. Only eight inches of exposed foundation is permitted on any exterior elevation. Changes of exterior materials must occur at inside corners.

Stucco and thin masonry veneers that don't have fabricated outside corners won't be approved since they don't provide an equivalent thickness to appear to be legitimate. The use of stucco and/or masonry material may be used in conjunction

with other approved siding materials to enhance the architectural style and appeal of all sides of a home. When masonry is used it must be applied so as to not appear as a veneer; it must terminate at inside corners or be coordinated with other architectural elements and must extend to grade.

**Exterior Lighting**

Information regarding the design, number and location of all exterior lighting fixtures is required for ARC review and written approval, including (but not limited to) exterior wall, pendant, driveway, walkway and landscape lighting. Lighting submittals require an actual sample or legible drawings and/or catalog cuts for the review process. All exterior light fixture locations must be shown on the exterior elevations of all construction submittals. Driveway, walkway and landscape lighting may be included later with the landscape plan. All exterior light fixtures installed without ARC review and written approval must be removed. The objective of the exterior lighting requirements is to eliminate glare and annoyance. To this end, the guidelines are as follows: All exterior fixtures are subject to ARC review and written approval regarding their location, number and wattage. These fixtures must have downward-directed light sources which are shielded with a minimally translucent material approved by the ARC. No fixture shall glare onto adjacent properties. Each fixture is limited to a maximum of 60 watts (standard incandescent or equivalent) and most fixtures must be 10" minimum in height. Colored lamps are prohibited; other than during holidays. Driveway, walkway, landscape and all other decorative

light fixtures are subject to ARC review and written approval regarding their location, number and wattage. No part of the lamp may be exposed through perforated opaque material.

In cases where the grade differential is such that portions of the building are elevated above the adjacent property or right-of-way, exterior light fixture(s) may require additional shielding to prevent glare or light spill off property. In some cases, recessed or “can” lights may not be allowed.

**Exterior Walls and Trims**

In the design of homes, which propose the use of a composite of exterior materials, consideration shall be given to appropriate balance, both in terms of the amount of each material, as well as the specific areas of their use.

For most home styles, brackets must visibly support all bay windows or other wall protrusions that do not extend completely to ground floor level. For designs the ARC deems appropriate building walls of more than one material shall change materials along the horizontal lines, inside corners, projecting bays, or other architectural features. Some home designs will be required to have exposed rafter tails, brackets, or other visible architectural elements to enhance design.

The following materials are approved for use on exterior walls and trims:

- a. Wood (treated with semi-transparent or solid body stains or paints), and the use of lap cement-based

siding and board & batten materials are approved. Board and batten type siding and log style homes may be appropriate on some homesites; however, they are subject to ARC review and written approval. In most cases, siding applications which involve a mix of directions (horizontal, diagonal, and vertical) are discouraged.

- b. Brick, natural and cultured stone.
- c. Split-face and ground-face masonry block units.
- d. Stucco and synthetic stucco.

**Prohibited Finish Materials and Conditions:**

- a. exposed plain concrete (8" maximum exposure at foundation)
- b. plain concrete block
- c. unarticulated panel siding (e.g., T-1-11, plain plywood, sheet press board)
- d. seams on sheet (plywood or pressboard type) products
- e. SPF trim larger than 8" and SPF at fascias or barge-boards
- f. Roof sheathing less than 7/16" thick
- g. Certainteed shingle like products
- h. Factory mulled vinyl windows

- i. Materials inconsistent with the architecture or historical context.
- j. other similar quality, non-durable products

**Fencing**

Fences at NorthWest Crossing require specific review and written approval from the ARC before they may be placed. A fence is defined as a structural or ornamental barrier separating one exterior space from another. The intent is to create good neighbor fences and make the alleys "people friendly". This allows Owners to view any activities in the alley and not create a dark box-like rear entry to garages.

The heights or elevations of any wall or fence shall be measured from the existing natural elevations of the property at or along the applicable points or lines. No cyclone, metal mesh, or chain link fences are allowed whatsoever. Fences must be constructed of grade #2 (or better), no-hole cedar or other ARC-approved materials. No exposed brackets will be allowed. Privacy screening may be permitted with written ARC approval for Hot Tubs/Spas.

**Some Fencing Considerations:**

- a. Fences within NorthWest Crossing shall be five (5) feet in height or less, except as noted below. Posts for wood fences must be steel wrapped with wood. No wood posts will be allowed. Height shall be measured from the natural grade. "Natural grade" is defined as the site topography which exists at the time

a lot is sold to the first Owner by the project developer; fill material subsequently brought to a site does not modify this original grade. The ARC will evaluate each condition on an individual basis.

- b. Any fence extended beyond the front of the house, as determined by the ARC, must not exceed three (3) feet in height. Steel posts wrapped with wood for fences may be higher than five (5) feet. Painting of front fences is allowed with ARC approval of colors. Any painted fence must be maintained so as to conform to the standards established for fences.
- c. No tree, whether in a setback or on private property, shall be used for the attachment or support of any fence or privacy screen.
- d. Fences taller than 3' along rights of way & pedestrian paths shall be at least 3' feet away from the edge of the path.
- e. On interior lots, side yard fencing and rear yard fencing may be 6 feet high, but must step down to 5 feet within 8 feet of the paved alley, and must step down to 3 feet as noted in b).
- f. Fencing around recreational facilities in private areas will be judged on an individual basis, taking into consideration such factors as location, exposure to public view, and natural screening in the immediate vicinity.
- g. The use of monofilament line, netting or electric



fences for the protection of any part of the landscaped area, individual beds or along property perimeters is prohibited. Inconspicuous fencing may be permitted with ARC approval around individual plants or shrubs until they are of a size less vulnerable to the deer population.

- h. At corner lots and pedestrian paths, 5 foot fencing on side yard shall be installed with a minimum 3 foot setback. In addition, landscaping shall be installed along the rights of way and easements fence that will reach a minimum 3 foot height within 3 years. The ARC will review this landscape screening requirement as part of the landscape submittal.
- i. All fencing shall meet City of Bend clear vision requirements.
- j. Privacy screens atop fences between lots, with ARC approval, may be 18 feet in length and 18 inches tall. Privacy screens atop fences at corner lots may be 12 feet in length and 12 inches tall.
- k. Fence company signs may not be affixed to fences.
- l. Exceptions to fence heights and locations will be considered on an individual basis; additional enhancements may be required.

**Flagpoles**

Flagpoles will be reviewed on a case-by-case basis and require prior ARC review and written approval before they may

be installed.

**Garages**

All residential properties shall meet the following garage requirements:

Garage conversions to living space are prohibited. Only 7' – 8' tall garage doors are permitted. Larger doors require ARC review and written approval. Homes may have no more than three attached garage bays without ARC review and specific written approval. At a 3rd bay an offset may be required. Refer to NorthWest Crossing Prototype Handbook for other garage requirements. For lots without alley access, garages must be a minimum of 32 feet from the front of the house. Exceptions may be approved by the ARC. For garages perpendicular to the street, the ARC may grant a setback exception.

For Prototype N.3 lots in Phase 13 and beyond, without alley access and with significant slope, exceptions to the garage setback may be granted provided that the impact of the garage location is minimized, and the architecture and landscape design further mitigate the reduction in garage setback. A detached garage at the back of the lot is preferred.

Applicants are strongly encouraged to minimize the massing and visual impact of the garage. The space between the top of the garage door(s) and the roof shall be kept to a minimum (see Exterior Design Treatment).

Garages shall meet the following requirements:

- a. At a minimum, each three bedroom dwelling must

provide garage space for two cars. Two bedroom dwellings must provide garage space for at least a one car and a paved (hard surface) onsite parking space.

- b. Each required garage space or paved on-site parking space shall be at least 8' wide x 20' deep net clear space.

**Garbage and Trash Removal**

Owners are responsible for their own garbage and trash removal during and after construction. Construction sites must be kept clean from trash and construction debris at all times. Construction sites that are not kept clean (at least weekly removal of trash and construction debris) may be subject to the ARC action of having the trash and construction debris picked up and disposed of. The cost of the removal and disposal of the trash and construction debris will be the responsibility of the Owner and may be deducted from the ARC deposit. Fines may be imposed for unkempt sites.

Trash collection and recycling services are available through local providers. Trash cans and recycle bins, which are taken to the alley or street the day before pick-up day must be returned to their screened areas or the garage the same day. Trash cans and recycle bins must be stored in an area that is not visible from the street or adjoining homesites. (also see Service Yards for screening information).

Burning or dumping of garbage, landscape debris or trash anywhere in NorthWest Crossing is prohibited.

**Grading**

To the maximum extent feasible, all grading on a homesite shall conform to existing topography and must be approved by the ARC as part of construction and/or landscaping review. For purposes of drainage, grading must slope away from structures on a homesite but be retained on site (See Drainage).

**Gutters and Downspouts (See Drainage)**

Gutters are recommended in NorthWest Crossing and may be required on some homes. All gutters and downspouts shall be designed as a continuous architectural design feature. Exposed gutters and downspouts shall be colored or painted to blend in with the color scheme of the home and/or the surface to which they are attached.

All drainage pipes from downspouts must be concealed from the view of neighboring properties. In addition, this drainage must be accommodated on the Owner’s property. Please investigate the addition of French drains or other types of dry well systems to accommodate gutter drainage.

Gutters must be included in the exterior color palette application for a home. The ARC will review gutter applications on a case by case basis.

**Heating and Cooling Systems**

All exterior elements of heating and/or cooling systems must be fully enclosed to screen from the view of neighboring

homesites and roadways. Screening around HVAC systems shall be built to match adjacent materials and paint colors.

HVAC enclosures must be reviewed and approved by the ARC.

Temporary window mounted (or similar types) air conditioning units are permitted May through September only.

**Hillside Homesites**

Exposed understructures of homes built on hillside homesites are prohibited.

Siding material must extend to within 8 inches of the finished grade, and skirt walls (pony walls) exceeding three feet in height shall be landscaped to reduce the scale of the skirt (pony) wall. Additionally, depending upon the site conditions and architectural style of the home, decks which are more than 24 inches above grade must have skirt (screening) walls and these walls must be recessed from the deck/porch edge to create shadow lines. Decks more than three feet above grade shall be landscaped to reduce the scale of the skirt (screening) wall. For additional hillside design treatments refer to ‘Exterior Design Treatments’ on Page 11. Also refer to ‘Building Heights’ on page 10.

**Home Business**

Any home business in NorthWest Crossing will be subject to the NorthWest Crossing CC&Rs and City of Bend Ordinances.

**Hot Tubs**

Hot tub location and required screening must have prior ARC review and written approval.

**Landscaping**

Landscaping is required and may be a condition of development in some areas. All homesites, however, shall be maintained to present a neat and pleasing appearance from all off-property vantage points, to minimize fire danger in the area and to moderate the problem of wind-blown dust. If a property Owner chooses to maintain the natural appearance of the site, steps must be taken to restore/re-naturalize unsightly scarred areas due to construction activity or other damage and to remove dead plant material and refuse from the site. Re-naturalize (make the site appear as it did prior to construction of the home) all areas disturbed by the construction of your home that are not formally landscaped. Re-naturalizing includes:

- ❑ Planting ARC-approved native plant material schedule:
  - a. 5-10% Trees or 2 trees per 500 sf: (requirement is lot-specific):  
Ponderosa Pine (*Pinus ponderosa*)... 6 – 8 feet
  - b. 25-45% Shrubs or 15 shrubs per 500 sf: (must have a minimum of 3 varieties of the following):  
Serviceberry (*Amelanchier alnifolia*) .....5 gal.  
Greenleaf Manzanita (*Arctostaphylos patula*)..2 gal.

- Big Sagebrush (*Artemisia tridentia*)...2 gal.
- Creeping Orange Grape (*Mahoria repens*)2 gal.
- Wax Currant (*Ribes cereum*).....2 gal.
- Wood’s Rose (*Rosa woodsii*).....5 gal.
- Douglas Spirea(*Spiraea douglasii*).....5 gal.
- Coralberry (*Symphoricarposorbiculatus*) .5 gal.

- c. 35-55% Grasses or 25 grasses per 500 sf; (must have one of the following):
  - Idaho Fescue (*Festuca idahoensis*).....1 gal.
  - Bluebunch Wheatgrass (*Pseudoroegneria spicata*).....1 gal.

- d. 0-25% Forbs or 15 forbs per 500 sf: (optional):
  - Yarrow (*Achillea millefolium*) .....1 gal.
  - Threadleaf Fleabane (*Erigeron filifolius*) ..... 4" pot
  - Sulfur Buckwheat (*Erigonum umbellatum*) ... 4" pot
  - Oregon Sunshine (*Eriophyllum lanatum*)..... 4" pot
  - Silky Lupine (*Lupinus sericeus*)..... 4" pot
  - Lowly Penstemon(*Penstemon humilis*)4" pot
  - Showy Penstemon(*Penstemon spectabilis*) ..... 4" pot

☐ Feathering transitions between truly native areas to the newly restored areas

Other Landscaping Requirements and Considerations:

- a. Landscaping (formal or re-naturalizing) of the entire lot shall be completed prior to or at the time of home completion. The ARC may approve an extension for landscape completion due to inclement weather.

- b. The front yards and side yards along public Rights of Way and pedestrian easements shall be landscaped.
- c. Underground irrigation is required. For xeriscape landscaping, irrigation may be removed after establishment of native plantings.
- d. A minimum of two street trees are required on all lot frontages. For corner lots street trees are required 30' on center. This area also requires sod, or approved substitution, and underground irrigation. At a minimum, all street trees shall be 2" caliper (measured 6" above ground level). Please refer to the NorthWest Crossing Street Tree Guidelines for species regulations.

The parkstrips adjacent to Mt. Washington Drive are required to meet the NorthWest Crossing ARC-approved native plant material schedule.

- e. Landscapes shall be treated in a casual, fluid manner so as to integrate comfortably with the natural settings and surrounding homesites of NorthWest Crossing.
- f. In some situations the ARC may require an Owner to plant trees and/or add contouring to a site to screen on-site elements from off-site vantage points.
- g. It shall be the responsibility of the Owner, when landscaping their property, to follow the plan approved by the ARC.

- h. As determined by the ARC, contiguous property Owners should work together to create a continuous flow from one property to the next avoiding a straight line delineating property lines.
- i. The use of organic methods of weed control, lawn maintenance and yard care are encouraged.
- j. Identify quantity, species, common names and size for all proposed trees and plantings.
- k. Landscape plans must be 1" = 10' scale presented on 11" x 17" paper, minimum, preferably in color, and provide the following details:
  - i. Clear delineation between areas. For example, sod vs. bark, planting areas vs. sod.
- l. Grading and drainage systems must be represented on all landscaping plans submitted to the ARC.
- m. Retaining wall materials and locations must be approved by the ARC.
- n. Boulders, if any included in the landscape plan shall be at least 2' in size (any measurement) and must complement the landscaping. No obviously, or appearing to be, excavated rock will be approved.

All irrigation systems must meet the following requirements:

- 1. Underground automatic irrigation systems need to be designed to irrigate lawn and shrub areas with separate zones.

2. Street trees shall be on a separate zone with a bubbler per tree.
3. All spray heads (pop-ups) must have pressure-regulating capabilities.
4. Irrigation controllers must have the following minimum features:
  - i. 365-day calendar for odd or even day watering.
  - ii. Independent programming for mixed irrigation applications.
  - iii. Water budget feature that is selectable for each program for seasonal adjustments.

### **Laundry Screening**

Outdoor laundry drying facilities are encouraged; however, all outdoor laundry drying facilities must be screened. The screening is intended to filter the view of the laundry drying facility. Screening may be achieved with a combination of architectural and landscape elements. Each submittal will be reviewed on an individual basis. Generally, architectural elements for screening will be limited to 6' in height. Taller architectural elements may be approved provided the screen is integral to the architecture of the home and minimally impacts neighboring properties as determined by the ARC.

### **Maintenance**

Each property Owner is required to keep his land, landscaping and all improvements in good repair and attractive condition. This includes keeping the native areas free of weeds, building material, garden tools and household items and other debris.

### **Metals and Plastics**

All exterior metals and plastics (vents, flashing, gutters, etc.) must be painted or treated to blend in with the adjacent surrounding material (see gutters & downspouts). All utility meter housings must be painted to match the body color of the home.

Decorative features in unpainted or untreated metal or plastic require ARC review and approval prior to installation.

### **Outdoor Play Equipment**

This type of equipment must be maintained in good repair and screened, as determined by the ARC, from the view of other homesites and roadways. Backyards of homesites, which are particularly exposed, may require additional landscaping.

#### **Other Considerations**

- a. Recreational equipment like basketball hoops or play structures are allowed only in backyards or driveways accessed off of an alley. Front loaded home lots may require additional screening of recreational play

equipment, to minimize negative impacts to surrounding properties.

- b. No permanent skateboard ramps will be permitted.

### **Parking and Screening**

Owners must provide improved parking areas of asphalt, concrete or gravel pads. A minimum of two (2) off-street parking places shall be required for each homesite. Each required parking space shall be a minimum of 8' wide x 20' deep. Garages can account for parking places. Parking in landscaped areas is prohibited.

Vans with total dimensions of no greater than 6'-10" wide x 10' tall (In closed position of pop-top) x 25' long, exclusive of antennas, roof racks, mirrors, and other protrusions, and utilized for regular general use may be parked on a lot without the need for screening or enclosure. No other RV's (including Class A or C), snowmobiles, all-terrain vehicles, dirt bikes and other street legal vehicles, commercial vehicles, trailers of any kind, any truck with rated load capacity greater than one ton, or any boat may be kept, placed maintained or parked or stored on a lot in a position whereby said vehicles will be visible from public rights of way. No owner shall permit a vehicle in a state of disrepair to be abandoned or parked upon any Lot for a period more than forty-eight (48) hours. A vehicle shall be deemed in a "state of disrepair" when the ARC reasonably determines. Parking violations may be subject to fines. Each owner must ensure their guests, invitees, and lessees abide by these rules.

**Recreational Vehicles (See Parking and Screening)**  
**Roofing**

Slate and concrete tiles, concrete and wood simulated shakes, and composition roofing (with at least a 25-year warranty) are acceptable roofing applications for NorthWest Crossing. Textured metal with a matte finish may be considered on some homes. Wood shakes and shingles are discouraged due to fire danger. Roofing applications will be reviewed on an individual home/homesite basis. Even though the product is approved, some colors will not be permitted on homes in NorthWest Crossing.

**Satellite Dishes and Antennas**

No exterior satellite receivers or transmitters, television antennas, radio antennas, or other receiving device shall be placed on any homesite or home without ARC approval prior to installation.

*Other Considerations:*

- a. Satellite dishes over 18 inches in size are not permitted.
- b. Dishes must be painted to blend into the roof or siding to which they are attached.
- c. Location of receiving devices must be inconspicuous and pre-approved before placement. Landscape screening may be required in some cases.

**Security**

If you have a security concern, call the City of Bend Police at 388-0170 or if it is a true emergency, dial 911. If the situation is a rules violation, please first try to resolve it with your neighbor, then contact the ARC at 541-382-1662.

**Service Yards**

When not provided by other structures, each residence shall have a screened service yard enclosing garbage, recycling, compost bins and trash containers, clothes drying apparatus, bicycles, landscape debris, outdoor maintenance equipment and so forth. None of these shall be placed where they will be seen from roadways. Service yards must be attached to the home and be screened from view of other homesites or roadways. Service yards must be reviewed and approved by the ARC. Service yards less than 20' in length shall be constructed of materials matching the home's siding materials. Service yards 20' or longer may be constructed with fence materials.

**Setbacks, Easements, and Other Requirements**  
**(See Buildable Area and Prototype Handbook)**

**Shutters**

Shutters, if used, should be functional. Whether functional or decorative, all shutters must be of a size adequate to cover the window(s) they flank and have materials and details appropriate for the particular architectural style of the home.

**Signs**

**General Signage Information**

- a. Subcontractor, lender and supplier signs are prohibited. No signs shall be displayed in the windows of homes (except approved block home and Neighborhood Watch signs, and as identified in 'I') or be nailed to trees.
- b. No directional signs may be used without prior ARC approval.
- c. No offsite signage within NorthWest Crossing may be used without prior ARC approval.
- d. All signs must appear to be professionally produced.
- e. Any signs which, in the sole judgment of the ARC, are deemed to be non-conforming will be removed and held by the ARC for 14 days, after which time they will be destroyed.
- f. Signs must be placed parallel to the street, on the lot proper, coinciding with the address of the property.
- g. Signs may not be illuminated with artificial light.
- h. Plastic or cardboard store-bought or handmade "for sale" signs are prohibited.
- i. All signs must be removed upon sale of the property and/or upon completion of the construction project or at the direction of the ARC.
- j. 'Private Property' signs are limited and must be

constructed in the same manner as the ‘for sale’ signs and must have prior approval of the ARC.

- k. Political signs are permitted and may be placed on the property 30 days prior to any election. These signs must be removed the day following the election. If not removed, the ARC will remove them. Political signs of a non-election nature are prohibited.
- l. For Rent signs shall be same size, color and height as “For Sale” signs. No exterior ‘For Rent’ signs are allowed along Mt. Washington Drive; interior mounted ‘For Rent’ signs are allowed along Mt. Washington Drive.

**Builder/Contractor/Architect/Designer Signs**

One sign, identifying the builder/general contractor, is permitted during the course of construction. The sign must be single-sided and may include the builder’s logo, company name and phone number and be of his own design and choice of colors. Architect/designer identification may be incorporated into this sign but may not be a separate sign attached to the builder sign. Builder signs shall be limited in size to 18" x 24" installed with a single or double post no higher than 42" above the immediately adjacent ground plane and must be placed parallel to the road on the lot. Signs must be removed as soon as the home is occupied. No builder/architect information boxes are permitted.

**For Sale Signs**

Only one “For Sale” sign is permitted on each homesite. It must be single-sided, on its own post and no higher than 42" above the immediately adjacent ground plane. Wording of a “For Sale” sign shall be limited to the words “For Sale” and contact information of the listing real estate agency or Owner, if for sale by Owner. A logo or mark of the agency and the agent’s name is also permitted.

All information on the sign shall be incorporated as part of the original sign design. If the Owner is selling the property, the name of the Owner or “By Owner” may be substituted for the listing agency. The sign shall be limited in size to 18" x 24" and shall be white with dark green lettering installed with a single or double post no higher than 42" above the immediately adjacent ground plane. For Sale signs must be placed parallel to the road. Only one 6" x 24" rider with the same colors as the sign can be added at a later date. The one rider limitation can include a “SOLD” sign that may be red.

**Open House Signs**

Open house signs or sandwich boards are permitted (on the subject homesite) during the course of the open house but must be removed at the conclusion of the open house. The open house signs shall be limited in size to 18" x 24".

**Special Event or Temporary Signs**

Special event or Temporary signs must obtain ARC approval prior to their use. All exceptions to these sign standards must be presented to the ARC for review and specific written approval prior to their use.

**Skylights and Solar Devices**

All glass, plastic or other transparent skylight or solar device shall be treated to eliminate reflective glare. Clear, bronze or gray glazing is preferred. White translucent glazing is prohibited. Domed skylights are prohibited except ‘Solar-Tube’ type skylights.

Solar collectors are encouraged at NorthWest Crossing; however, the collectors must be flat to the roof. In addition, the majority of the mechanical portion of the system must be contained within the structure and not positioned on the roof. Preliminary ARC review and Formal approval is required for all solar collection systems.

**Solar Heating System**

Any solar heating system must be reviewed on an individual basis, and requires the approval of the ARC (see Skylights and Solar Devices).

**Staging Area**

Each construction approval submittal must designate at least one staging area for a homesite, subject to approval by the ARC. Each staging and construction area must be kept clear of

trash and debris.

Only buildings to be used as temporary construction shelter may be placed on a homesite during the construction of the main residence.

**Tree Preservation Guidelines**

Throughout NorthWest Crossing there are many native trees that make the building sites unique. To maximize the likelihood of a saving existing trees, follow these basic tree preservation techniques:

- a. Identify the Critical Root Zone (CRZ) area. The drip line is a good rule of thumb.
- b. Design around the CRZ whenever possible.
- c. Install construction fencing around the CRZ. Do not let any activity (storage, traffic, cleaning of tools, etc.) take place within the fenced CRZ area.
- d. Where construction activity must occur (usually footing or trench), cut cleanly any roots encountered. Backfill and water as soon as possible.
- e. If traffic across the CRZ cannot be avoided, install 10"–12" of woodchips to protect the CRZ from compaction.
- f. No grade changes within the drip zone are permitted.

**Tree Removal and Trimming**

Any trees proposed for removal must be clearly shown on the formal construction submittal and is subject to ARC approval prior to removal.

The removal of any tree larger than six inches in diameter (19 inches in circumference) or limbing above 15' without the prior written approval of the ARC is prohibited. Trees less than six inches in diameter may be removed in accordance with fire safety guidelines. Any tree may be trimmed up six feet from ground level for fire safety. Dead limbs up to 15' should be removed. Trees that are dead, diseased, or posing a risk to the improvements may be removed once confirmed by an arborist.

Tree topping is prohibited and is subject to a fine. If an Owner or their agent(s) ignores this prohibition, the Owner will be required to pay the fine, completely remove and replace the topped tree with a tree or trees (with the size(s) and species as required by the ARC) at the Owner's expense.

**Utilities**

All connections from trunk lines to individual structures must be underground; exposed plumbing, electrical, and all other utilities and services are prohibited. All areas of excavation for site utility work must be restored (see Landscaping).

**Utility Boxes and Meters**

All utility meters (gas and electric) should not be visible to

roadways or neighboring homesites. They shall be installed according to the guidelines provided by the utility companies. All meter housings and junctions must be painted to match the adjacent siding color of the house. Construct the foundation with conduit to allow for utility boxes to be recessed into the wall with a removable access panel.

**Violations**

Violations of these Rules and Design Guidelines refer to the NorthWest Crossing fine structure at [www.northwestcrossing.com](http://www.northwestcrossing.com), under "Building Guidelines" and "CC&R's".

**Water Features**

All water features must have written ARC approval prior to their construction and/or installation. The ARC has sole discretion and may reject any water feature deemed inappropriate.

Water features shall be integrated as part of the landscape and have a natural appearance.

Water features shall be sized, located, and oriented to benefit those within the home or on deck or patios. Noise from water features shall be limited so as to not impact adjoining or adjacent homesites.

Water features shall be scaled as a minor landscape element—they shall not dominate or distract from the landscaping or the architecture of the home.

### **Windows and Door Frames**

Wood, vinyl or prefinished metal frames and sashes are allowed. Clear or “low E” glazing are required. No tinted or reflective glass is allowed. Aluminum windows and door frames must be vinyl clad or bronze anodized, unless other treatments are specifically authorized by the ARC. Overhead doors shall be wood, metal or fiberglass.

Muntin bars shown in all windows should be a “dimensional” type similar to “sculptured solid grids” with a minimum 1 1/16" wide grid as approved by the ARC.