

*Inland Shores Community*  
Staats Lake • Keizer, OR

*Lake Forest Estates*  
*Westlake Village*  
*Lakefair Village*



## ***Rules, Regulations, and Requirements*** ***Of The Inland Shores Homeowners Association***

*This document and other useful information can be found on our Association's website:*

***[www.inlandshoreshomes.org](http://www.inlandshoreshomes.org)***

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## **Section A**

# **Letter from the Inland Shores Homeowners Association Board of Directors**

### **Dear Homeowner:**

The Development Team for the Inland Shores community had a unique vision for the creation of this lakeside neighborhood. Their two, original development documents, the Inland Shores Covenants, Conditions, and Restrictions (“CCRs”) and the Design Guidelines, continue to guide the unfoldment of our community.

The Inland Shores Homeowners Association Board of Directors put together this Rules, Regulations, and Requirements (“RRRs”) document, which is consistent with the CCRs and Design Guidelines documents, to provide a user-friendly handbook for the planning and construction of homes and landscaping, and to guide significant exterior remodeling and maintenance projects. The RRRs document also outlines other important rules of behavior. Homeowners should view the RRRs document as an aid in protecting the special qualities of Inland Shores, rather than as a roadblock to creativity. The requirements are not meant to limit the imagination or the personal needs of the homeowner.

From the beginning, the goals have been to make every home harmonious with its neighbors and the environment. Toward that end and to help ensure that all significant construction, maintenance, and landscaping projects conform to Association guidelines, the Inland Shores Architectural Review Committee (“ARC”) was established. Described herein are the ARC’s procedures for requesting approval to perform such work. Please become familiar with these procedures (and the consequences of not following them). Thank you.

The Inland Shores Homeowners Association Board of Directors is committed to maintaining our community according to the high standards established by the original Development Team and wishes to thank you for your participation.

**Sincerely,**  
**The Inland Shores Homeowners Association Board of Directors**

## **Section B**

### **General Inland Shores Rules and Regulations**

#### **B1. Structures Permitted:**

No structures shall be erected or permitted to remain on any Residential Lot except structures containing Living Units and structures normally accessory thereto. The foregoing provision shall not exclude construction of a private greenhouse, storage unit, private swimming pool, structure for the storage of a boat and/or camping trailer for personal use, etc. provided that: it is in conformity with the applicable HOA, City, and County regulations: it is compatible in design and decoration with the dwelling structure on such Lot, it adheres to the rules contained herein, and it has been approved by the ARC.

#### **B2. Residential Use Only:**

Residential Lots shall only be used for residential purposes. Except with the consent of the Board, no trade, business, or commercial activity of any kind shall be conducted on any Residential Lot, nor shall any goods, equipment, vehicles, materials, or supplies used in connection with any trade, service, or business be kept or stored on any Lot. No lot shall be used as a mental health facility, an adult or a child care facility, a halfway house, or any other type of treatment facility that is not residential in character. Nothing in this paragraph shall be deemed to prohibit (a) activities relating to the rental or sale of Living Units, (b) the right of Declarant or any contractor or homebuilder to construct Living Units on any Residential Lot, to store construction materials and equipment on such Lots in the normal course of construction, and to use any Living Unit as a sales or rental office or model home or apartment for purposes of sales or rental in Inland Shores, and (c) the right of the Homeowner of a Residential Lot to maintain his professional personal library, keep his personal business or professional records or accounts, handle his personal business or professional telephone calls, or confer with business or professional associates, clients, or customers in his Living Unit. It is prohibited at Inland Shores for dwellings to be rented out for vacation or short term occupancy, including transient occupancy, hotel room or house rentals, Airbnb type vacation rentals, and similar short term occupancy rentals by the day or week or other such periods of three months or less. The Board shall not approve commercial activities otherwise prohibited by this paragraph unless the Board determines that only normal residential activities would be observable outside of the Living Unit and that the activities would not be in violation of City of Keizer ordinances. There are instances in which a residential or non-residential use may involve a close question of fact and law. A homeowner who desires to implement a use which appears to be precluded or possibly precluded by this Rule B2 but who thinks nevertheless that it constitutes a residential use that is permissible, shall apply to the Board in writing, showing full details of the nature and extent of the proposed residential use, requesting approval from the Board.

#### **B3. Offensive and Unlawful Activities:**

No noxious, offensive, or damaging activities shall be carried out upon the Common Area or Private Property, nor shall anything be done or placed on the Property which interferes with or jeopardizes the enjoyment of the Property, or which is a source of annoyance to residents. Private property must be kept in good repair. No door-to-door or Common Area soliciting is allowed. No unlawful use shall be made of the Property nor any part thereof, and all valid laws, zoning ordinances, and regulations of all governmental bodies having jurisdiction over the Property shall be observed.

#### **B4. Animals:**

No animals, livestock, or poultry of any kind shall be raised, bred, kept, or permitted within any Residential Lot other than a reasonable number of household pets which are not kept, bred, or raised for commercial purposes and which are reasonably controlled so as not to be a nuisance. Any inconvenience, damage, or unpleasantness caused by such pets shall be the responsibility of their respective owners. No dog shall be permitted to roam the Property unattended, and all dogs shall be kept under physical control on a leash while outside a Lot. A Homeowner or resident may be required to remove a pet upon notice from the Board as set in the Rule Infraction Committee policy (see Section G).

When a dog is observed being unattended or unleashed or when any pet or animal is being a nuisance it is important that a written complaint be recorded. It is only by having a written record of violations that the Association can take steps to correct the problem. Complaints, including the animal's description, home address, and date & time of violation, should be sent to the Rule Infraction Committee (RIC) by using the "Contact RIC" link on our Association's website: [www.inlandshoreshomes.org](http://www.inlandshoreshomes.org).

#### **B5. Recreational Equipment:**

Placement of recreational equipment, including basketball backboards, and accompanying structures and mounting systems are subject to preapproval by the ARC. Applications for approval must include documentation as necessary to fully describe the design, appearance, color, and location. Recreational equipment shall be located to minimize exposure to adjacent properties. Basketball backboards should be located in front and side yards only if there is no other adequate location on the property. Backboards must not be connected to the home or garage - they must be freestanding. Poles and support structures must be painted to blend with the surrounding environment. No recreational equipment, including basketball backboards, may be placed on any Common Area. Portable basketball equipment that can be seen from any Common Area must be stored within eight feet of the house when not in use. Such equipment may be moved further away from the house during use, but must be returned to within

eight feet immediately after use. If equipment is placed such that players are using the street, extreme care must be taken to maintain safety. Loud recreational activity, such as basketball activity, must be limited to between 9:00 am and 8:30 pm.

**B6. Play Structures:**

Play structures should be limited to less than seven feet in height and must be located in rear or substantial side yards. Locations must be screened from and have minimal impact on adjacent property and views from streets. Not every home site may have an acceptable location. Structures must be painted or stained to blend with the adjacent home and other structural elements.

**B7. Temporary Structures:**

No structure of a temporary character, trailer, basement, tent, shack, garage, barn or other outbuildings shall be used on any Residential Lot at any time as a residence either temporarily or permanently. The installation or use of items such as pergolas and awnings must be preapproved by the ARC and be limited to between April 1st and October 31st.

**B8. Maintenance of Structures and Grounds:**

Each Homeowner shall maintain his Lot and Improvements thereon in a clean and attractive condition, in good repair, and in such fashion as to not create a fire or other hazard. Such maintenance shall include, without limitation, painting; repair, replacement, and care of roofs, gutters, downspouts, exterior building surface, walls, and other exterior improvements; and glass surfaces. All painting, staining, and exterior remodeling shall be subject to prior review and approval by the ARC. In addition, each Homeowner shall keep all shrubs, trees, lawns, and plantings of every kind on his Lot neatly trimmed, property cultivated, and free of trash, weeds, and other unsightly material. Damage caused by fire, flood, storm, earthquake, riot, vandalism, or other causes shall be restored by the Homeowner within a reasonable period of time.

**B9. Parking:**

- There is no overnight parking allowed on any street in Inland Shores. If you will be having overnight guests who require overnight street parking, you must get specific, written, pre-approval from the RIC.

- If a home has a two-car garage there shall be no more than two vehicles parked in the driveway overnight. If a home has a three-car garage there shall be no more than three vehicles parked in the driveway overnight.

- Any vehicle parked in a driveway must not overhang any sidewalk, gutter, curb, or street, and all tires must remain on the paved driveway. No tires may be parked on any landscaping, such as lawn, plants, dirt, barkdust, gravel, pavers, etc.

- Overnight parking of boats, trailers, motorcycles, trucks, vans, mobile homes, campers, or other commercial or recreational vehicles or equipment, regardless of weight, and parking of any other vehicles in excess of three-quarter ton shall not be allowed on any part of the Property, except within areas designated for such purposes by the Board or within the confines of an enclosed garage or screened area (in which they are completely screened from view from all other homes including second stories, streets, and open spaces), the plans for which shall have been approved by the ARC prior to construction. An owner may request permission from the Board to have a visiting mobile home/camper visible on their property. Permission may be granted under these conditions: No vehicle may block or overhang a sidewalk or a street. The mobile home (only one) may be onsite for no more than seven consecutive days. Each property may have only one mobile home visit within any consecutive twelve months. At least two weeks prior to the visit, the homeowner must send a detailed written request to the Board. The Board will respond with approval, denial, or questions.

- Temporary parking of moving trucks or trailers (48 hours max.) or RVs (24 hours max.) is allowed on private property. The intent of this parking is to allow the Homeowner to load a moving vehicle on one day and move that vehicle on the next. It does not allow parking of any such vehicle overnight for any other use.

- Street parking at Inland Shores is, generally, restricted to those street sides having sidewalks, but there are exceptions. Most no-parking areas are clearly marked. Vehicles parked in no-parking zones are in violation and fall under the procedures of the RIC (see Section G).

**B10. Vehicles in Disrepair:**

No Homeowner shall permit any vehicle, which is in an extreme state of disrepair to be abandoned or to remain parked on a driveway or Common Area for a period in excess of forty-eight hours. A vehicle shall be deemed in an "extreme state of disrepair" when the Board reasonably determines that its presence offends the occupants of the neighborhood.

**B11. Non-Licensed Motorized Vehicles:**

Scooters are defined as having three wheels or fewer, handlebars, a seat, feet supports, and a power source incapable of propelling the vehicle at a speed greater than 24 miles per hour on level ground.

In order to operate a scooter on Inland Shores streets the operator must be 16 years of age, must not travel more than 15 miles per hour, must not allow passengers, and must wear approved protective headgear.

Mini motorcycles do not fit into the Scooter category. They can travel faster than 24 miles per hour and are considered mopeds or motorcycles (which must be titled, registered, and insured in order to operate on Oregon roads). Unless proof is provided to show a vehicle meets the USDOT equipment and safety standards, it cannot be titled and registered and shall not be operated on roads or highways.

These vehicles cannot be operated on the streets or sidewalks within the Inland Shores Community.

**B12. Signs:**

No signs shall be erected or maintained on any Residential Lot except that not more than one "For Sale" or "For Rent" sign placed by the Homeowner, Declarant, or by a licensed real estate agent, not exceeding twenty-four inches high and thirty-six inches long, may be temporarily displayed on any Residential Lot. In addition, the Homeowner of a multi-family Lot may maintain one or more signs identifying the name of the project and the location of the resident manager, provided such signs comply with applicable ordinances of the City of Keizer and are approved as to appearance and location by the ARC. The restrictions contained in this paragraph shall not prohibit the temporary placement of "political" signs on any Residential Lot by the Homeowner.

**B13. Rubbish and Trash:**

No part of the Common Area shall be used as a dumping ground for trash or rubbish of any kind. Garbage and materials resulting from landscaping work shall not be placed on streets or Common Areas.

**B14. Access to Association Property:**

The Association reserves the right to, with prior notice, enter over, under, or upon Homeowner property for the purpose of construction, maintenance, and repair of Association property such as power, gas, water, electric, and communication utilities, fences and other structures, pathways, etc.

**B15. Fences and Hedges:**

No fences or boundary hedges shall be installed without prior approval from the ARC.

**B16. Service Facilities:**

Service facilities (garbage/recycling containers, fuel tanks, clotheslines, etc.) shall be screened such that the elements screened are not visible at any time from the street or a neighboring property (with the exception of garbage/recycling containers on pick-up day). Garden hoses shall be kept out of sight when not in use.

**B17. Exterior Lighting and Noisemaking Devices:**

Except with the consent of the ARC no exterior lighting or noisemaking devices shall be installed or maintained on any Residential Lot, other than security and fire alarms.

**B18. Trees:**

No trees may be removed unless such removal is in compliance with the Tree Removal Plan for Inland Shores filed with the City of Keizer and with the provisions of Sections E18 and E19.

**B19. Pest Control:**

No Homeowner shall permit anything or any condition to exist upon any portion of the Property which shall induce, breed, or harbor infectious plant diseases or noxious insects or vermin.

**B20. Drainage:**

Each Homeowner of a Lot shall not in any manner alter or interfere with the established drainage pattern and grades, slopes, and courses of any Lot or Common Area without written permission of the ARC. No obstructing or modifying structure, plantings, or other materials shall be placed or permitted to remain on or within any grades, slopes, or courses. Nor shall any other activities be undertaken which may damage or interfere with established slope ratios; create erosion or sliding problems; or change the direction of flow (or obstruct or retard the flow) of water through drainage channels.

**B21. Staats Lake Common Areas:**

All Homeowners shall comply with the Staats Lake Rules and Regulations (see Section C) adopted by the Staats Lake Association in connection with the Staats Lake Common Areas.

**B22. Access to Lake Pathway:**

Patios, paths, and walkways from individual home sites to the lake pathway are prohibited except as approved by the ARC. Any Homeowner who makes any path or walkway, even by repeated use, from an individual home to the lake pathway without ARC approval will be required to remove it and repair the area, and cease using the area in that way.

**B23. Access to Lake Water:**

Access to the lake water will be limited to those access points (ramps, stairs) established by the Association.

**B24. Rule Application to Additional Properties:**

Provisions 1 through 22 shall not apply to Commercial Lots or to Residential Lots if the declaration annexing the Residential Lots so specifies. The declaration annexing such Additional Property to this Declaration may establish restrictions governing the use and conduct of such Lots. Each Homeowner of a Lot, and Homeowner's family, tenants, guests, and invitees, shall comply with any additional use restrictions contained in any Project Declaration applicable to such Lot.

**B25. Changing Rules and Regulations:**

The Association, from time to time, may adopt, modify, or revoke such rules and regulations governing the conduct of persons and the operation and use of the Common Areas, as it deems necessary or appropriate in order to assure the peaceful and orderly use and enjoyment of the Property. A copy of the RRRs document, upon new adoptions, including amendments, modifications, or revocations thereof, shall be posted on the Association's website and delivered to each Homeowner and shall be binding upon all Homeowners and occupants of all Residential Lots upon either availability. The method of adoption of such rules shall be as provided in the Bylaws of the Association.

**Section C****Staats Lake Rules and Regulations**

The lake, the shore, and the lake pathway have unique issues that are different from those of the residential community. They, therefore, have their own set of rules:

**C1. Lake Use:**

Use of the lake is limited to Owners and their families, lessees, and invitees. No public use of the Staats Lake Common Area is permitted. The Staats Lake Common Area is the lake, the lake bank up to the lake pathway, and the pathway.

**C2. Hazards:**

All persons using the Staats Lake Common Areas should be aware that some banks are steep, the lake is deep, and there may be subsurface obstructions or other lake conditions requiring extra precautions during use. All persons use the Staats Lake Common Areas AT THEIR OWN RISK.

**C3. Access to Lake Water:**

Access to the lake water is limited to those access points (ramps, stairs) established by the Association.

**C4. Hours of Use:**

UPLAND: The pathways and other upland areas may not be used between the hours of 10 pm and 5 am, unless at a designated area that the Association has approved for use for longer hours.

LAKE: No watercraft may be used on the lake after sunset and before sunrise.

**C5. Prohibited Watercraft:**

With the exception of watercraft powered with an electric trolling motor (max. 80 lbs thrust), no power watercraft, including power boats, jet skis, float planes, etc. may be operated on the lake at any time. No watercraft exceeding 14 feet in length are permitted on the lake, except that canoes, kayaks, rowing shells, and other such watercraft propelled solely by rowing, paddling, and other human efforts are allowed up to 18 feet. An Association Fishing and Boating Permit, worn around the neck, is required for all watercraft activity (see Appendix D).



**C6. Docks:**

The ARC will not permit individual private docks at/for residential lots abutting the lake. All other docks, including floating docks, are subject to approval by the ARC.

**C7. Moorage:**

Unless moored to an approved dock, or other mooring area approved by the ARC, watercraft may not be anchored, moored, or stored unattended on/at the lake. Watercrafts in violation are subject to confiscation.

**C8. Swimming:**

Swimming and other water activity by persons under the age of 14 are not permitted without adult supervision. Swimming, paddleboards, inflatable swimming rafts, inner tubes, etc. are only permitted within 100 feet of the shore, dock, or houseboat.

**C9. Other Regulations:**

- No unlawful, noxious, or offensive activities nor those which are a source of annoyance to a Homeowner may be carried out upon the Staats Lake, Inland Shores, or Inland Shores East Common Areas.
- No large groups or promotional activities are permitted on the Staats Lake Common Areas except as approved by the Association.
- No alcoholic beverages or recreational drugs are permitted on any Staats Lake Common Area.
- The use of bicycles, skateboards, scooters, etc. is prohibited on any Staats Lake Common Area.
- Fishing on the lake is permitted on a catch and release basis. An Association Fishing and Boating Permit is required. Instructions for obtaining a Permit can be found in the lake-side kiosks and on the HOA's website (see Appendix D).
- No watercraft may be operated in a reckless manner that endangers or would be likely to endanger any person or property. An Association Fishing and Boating Permit is required for all watercraft activity (see Appendix D).
- Life preservers shall be used to the extent required by Oregon Law.
- No use of fireworks, firearms, or hunting devices of any kind, such as crossbows, spear guns, etc. are permitted on the Staats Lake Common Areas, except that the Association may approve specific fireworks displays.
- No person shall allow litter, contamination, pollution, or other foreign substances (including fertilizer and weed killer) onto Staats Lake Common Areas, without prior approval from the Association.
- No person may use the lake for irrigation purposes without prior approval from the Association.
- No person may use lake water for landscape features without prior approval from the Association.
- No person may install or operate any strobe light, beacon light, search light, or other intense artificial light source or lighting device or cause any offensive reflection on a Staats Lake Common Area except as approved by the Association.
- All dogs must be kept under physical control on leashes and no pets are permitted to roam unattended on the Staats Lake Common Areas. The pet owner is responsible for cleaning up any mess left by their pet.
- Except as authorized by the Association, no person may add to or remove from the Common Area any vegetation or animal.

## Section D

### Home Requirements

#### **D1. Setbacks:**

In order to promote a feeling of space and to promote a greater sense of privacy and openness around the neighborhood, the ARC has established rules for setbacks from property lines to any structure, including homes, decks (over 30" high), deck/patio covers, stairs, sheds, etc. (see Appendix A).

#### **D2. Surface Materials:**

Surface materials selected should be accurate representations of actual structural building materials and be installed in a manner consistent with their load bearing nature.

#### **D3. Wall Materials:**

Materials generally accepted include:

- Cedar or redwood siding: lap, bevel, channel, or tongue and groove
- Manufactured board type siding replicating single width lap siding
- Genuine cement plaster stucco
- Synthetic stucco materials (trade names include but are not limited to Dryvit and R-Wall)
- Sidewall shingles, individually applied or laminated to an approved substrate
- Brick with natural, earth tone colors or manufactured used brick with subtle coloration. All major, substantial brick detailing facing a street or common area must be approved by the ARC prior to installation.
- Natural stone or manufactured stone in natural patterns
- Smooth panel siding with applied three inch minimum battens (16 inches or less, center-to-center). "Boat patches" must be flush with the surface and textured so that, when finished, the surface appears to be uniform and blemish free when viewed from five feet away.

Materials generally unaccepted include:

- Panel type sidings, including stucco board and Texture 1-11
- Embossed shingle pattern hardboard siding, except as a small area (less than 28 square feet)
- Brightly colored materials

#### **D4. Roof Forms and Materials:**

Roof forms should be designed to produce coherent, consistent, harmonious, and unified appearance both overall and in detail. The roof should convey an appearance of high quality whether a simple or complex form, regardless of the materials used. The style of the roof should remain consistent from all views. Roofing material and color should be compatible with other roofs close by as well as with siding and trim colors. Minimum roof slope is generally defined as being appropriate to the style of the home and should not be less than 6 vertical to 12 horizontal.

Roofs on homes adjacent to the lake should have hip roofs or roofs designed with horizontal eaves at side yards.

Roof materials generally accepted include wood shakes and shingles, heavy composition shingles (laminated fiberglass with a minimum 30-year warranty), and gray or earth tone concrete roof tiles (red roof tiles are seldom acceptable). Metal raised/standing-seam roofing is not an acceptable roofing material. The ARC may approve other roofing materials when appropriate in the context of design or neighborhood continuity.

**D5. Roof and Attic Vents:**

Roof and attic vents shall be shown on the building elevations. The type, size, and proposed design shall be clearly shown. To the greatest extent possible, vents shall be located so as not to be seen from a street.

**D6. Accessory Structures and Buildings:**

All structures such as dog houses, tool sheds, greenhouses, awnings, deck/patio covers, etc. whether attached to the dwelling or not must be approved by the ARC before construction. If the structure is connected to the home it must comply with the lot's setback requirements as established by the HOA. City and County codes may also apply.

In all cases accessory structures shall appear to be an original part of the home's architecture, be designed to compliment or blend in with the home, and be placed to compliment adjacent landscaping, views, use of yards, and homes. Colors shall match or compliment the home's siding or trim colors. Bare or stained "pressure treated" wood is not acceptable. Without specific ARC approval stating otherwise, roofing materials shall match those of the house. Metal raised/standing-seam roofing is not an acceptable roofing material. All gutters/downspouts shall connect to the home's approved drainage system.

**D7. Building Height:**

Generally, a 35 foot high ridgeline (or as determined by zoning ordinance) is the maximum allowable height for any structure. Roofs shall not exceed 30 feet in height on lakefront lots. The solar access ordinance has precedence over ARC and zoning requirements.

**D8. Chimneys:**

All chimneys must be designed to blend in aesthetically with the residence.

**D9. Chimney Caps:**

Chimney caps of purely utilitarian design are discouraged in Inland Shores. A false cap appropriate to the design of the building shall screen such caps when necessary. The design of this cap shall be indicated in the final drawings. The ARC may approve other types in circumstances where a custom designed false cap is not permissible or desired.

Direct vent gas fireplaces should not be installed facing streets and are not permissible in front yards. "Doghouses" for direct vent fireplaces should match adjacent walls of the home including siding, trim, and other appropriate details. Fascia boards are required.

**D10. Colors:**

Exterior colors of residences must harmonize within themselves and be harmonious with their surroundings. Selections should be natural in tone, blend with the environment, and be appropriate for the design of the home and the material to which they are applied.

Trim colors should harmonize with or tastefully compliment the body color. Designers often select the trim color from the same color strip as the body color by choosing a color that is two or three tones lighter or darker than the body color. The ARC will not approve intense or dark shades as house body colors. The Board and the ARC have developed and approved the following color guidelines:

The Sherwin Williams Paint color numbers 6000 through 6279 are approved for house body color, with the exception that the dark colors 6006, 6013, 6020, 6027, 6034, 6041, 6048, 6055, 6062, 6069, 6076, 6083, 6090, 6097, 6104, 6111, 6118, 6125, 6132, 6139, 6146, 6153, 6160, 6167, 6174, 1681, 6188, 6195, 6202, 6209, 6216, 6223, 6230, 6237, 6244, 6251, 6258, 6265, 6272, and 6279 may be used as trim colors only. The Sherwin Williams Paint color numbers 7000 through 7083 are also approved for house body color, with the exception that the dark colors 7020, 7027, 7034, 7041, 7048, 7055, 7062, 7069, 7076, and 7083 may be used as trim colors only. Color numbers 6988 through 6994 may also be used as trim only.

The ARC has on file the above Sherwin Williams color strips if a Homeowner needs them for reference. Other color numbers and paint brands of quality paints may be used, but they must fall closely within the color ranges specified above.

For some Homeowners choosing the color of the front door is seen as a form of personal expression. Although there are no specific rules addressing acceptable front door colors it is a good idea to seek ARC approval if a color is chosen that varies dramatically from the house color or makes a dramatic impact. Multicolored doors or doors that are loud or unharmonious would not be approved and would need to be repainted...preapproval is a good idea.

House colors may be repeated on different homes if they are separated by at least five homes in either direction on either side of the street.

All exposed vertical deck surfaces such as posts, rim joists, railings, stair framing, stair risers, and screening must be painted or stained in a natural wood tone that coordinates with the decking wood, or in a color that matches the body or trim color of the house.

Fencing adjacent or perpendicular to rights of way, streets, and open spaces adjacent to the lake or Common Areas shall be stained with a high quality, semi-transparent medium gray product. All other wood fences must be stained or painted in a natural wood color or a color that blends well with the body color of the house.

All reflective metal, such as chimneystacks, flashings, exhaust vents, and pipes must be painted to match or blend with surrounding materials.

#### **D11. Concrete Exposure:**

Exposed concrete of foundations, porches, stairs, and landings shall not exceed a height of 12 inches if siding is parallel to finish grade, and 24 inches if siding is stepped. Appropriate, approved landscape materials must screen any concrete exposure exceeding 12 inches. The bottom edge of siding should be sloped to follow finish grade as much as possible and must be sloped to follow finish grade on front and other street elevations. Brick must be stepped to follow finish grade or extended below finish grade.

#### **D12. Decks and Patios:**

When planning decks, patios, and their associated structures, consider the relationship and requirements of the rooms within the home, topography, adjacent homes and outdoor spaces, and visibility of the understructure. The deck structure shall appear as if it were an extension of both the home and landscape. If the deck structure is directly visible from adjacent Common Areas or other residences, particular attention must be given to continuity of design between the deck structure and home. Judging "good design" can be subjective and it is dependent on how many factors all come together, thus the ARC is given some discretion in its decisions regarding approval of shape, size, color, etc.

Decks must not crowd rear yards, particularly on homes overlooking other living spaces, indoor or outdoor. Consider the use of sided half walls, lattice panels, broad balusters, or significant plantings to maintain privacy for both uphill and downhill outdoor living spaces.

Deck surfaces more than 30 inches above the ground shall meet the same setback requirements as building walls (see Appendix A). If the distance from the underside of the deck joists or beams to finish grade exceeds 24 inches, the ARC requires that wood, lattice panels, masonry, or significant plant material be used to eliminate unsightly views of the underside of the deck or that there is an organized, regularly spaced, and visually well-planned structural system.

All openwork such as lattice or other semi-solid screening materials must be framed or "stopped-in" - not nailed to the face of supporting structures. Detailing must be appropriate to the size of the panels or materials used. Face nailing or butt joints (lattice panels installed edge to edge with no support framing at the edge of the panel) for lattice panels will not be approved.

All exposed vertical surfaces of the deck such as posts, rim joists, railings, stair framing, stair risers, screening, etc. must be painted or stained such that it matches or coordinates with the decking surface or such that it matches the home's body or trim colors within two months of completion.

#### **D13. Hardscape:**

All "hardscape" items (things that don't grow such as fences, decks, walls, walks, water features, play structures, and storage areas) must be preapproved by the ARC.

Driveways, sidewalks, and other flatwork should be exposed aggregate concrete unless the concrete is enclosed by a fence. Accent panels may be stamped smooth or broom finished if approved by the ARC. Front yards in Lakefair Village shall have no more than 39% coverage in concrete, those in Westlake Village shall have no more than 49% coverage in concrete, and those in Lake Forest Estates shall have no more than 44% coverage in concrete. No asphalt paving on individual lots is permitted, except where access to the home is via an easement.

**D14. Access to Lake Pathway:**

Patios, paths, and walkways from individual homes to the lake pathway are prohibited, without prior ARC approval. Factors such as appearance, soil erosion, and security become major issues with projects of this nature. Any Homeowner who makes any path or walkway, even by repeated use, from an individual home to the lake pathway without ARC approval will be required to remove it and repair the area, and cease using the area in that way.

**D15. Windows:**

Consistency in type, style, trim, and proportion of window areas is a key focus of the ARC. Consistent with the goal of achieving quality in Inland Shores, the ARC will discourage applications showing windows of differing styles and types scattered over the various elevations of the building.

- Type of operation and patterns of muntin bars (window “grids”) should be harmonious with the style of the home and consistent within each elevation and within each view of the home from a street. Windows with a definitely visible trim surround are highly recommended and may be required when appropriate for the design.

- Wood window trim, at least three inches in width, is required on front or other street elevations for all applications submitted after 1997. Exterior bars on windows are subject to ARC application and approval. They must not be installed on any window or door facing a street, right-of-way, or common area, including the lake side.

- Windows must have a clean appearance and any windows with broken seals must be replaced.

**D16. Window Coverings:**

Window coverings should be of materials and colors that harmonize with other coverings, the surroundings, and exterior finishes.

**D17. Excavation:**

In order to preserve as much of the natural character of the landscape as possible, all excavation must be done so as to create a minimum disturbance of existing trees on the site and surrounding properties. It may be necessary to remove dirt from the site rather than piling or spreading it in such a way as to create unnatural or severe slopes. All dirt (not otherwise used on a home site under the same ownership) and debris as a result of excavation must be removed from Inland Shores. No excavation may be done without prior written approval of the ARC.

**D18. Fascias and Rafter Tails:**

Fascia boards are encouraged. A fascia board or gutter shall have a depth at least one inch greater than the rafter tail unless a different detail is appropriate for the style of the house and is approved by the ARC.

**D19. Gutters and Downspouts:**

All gutters and downspouts shall be designed as a continuous architectural design feature. Exposed gutters and downspouts shall be colored to blend in with the surface to which they are attached. All downspouts must be directed to an approved drainage system, i.e., the street gutter.

**D20. Heating and Cooling Systems:**

All interior or exterior heating or cooling systems must be screened from the view of neighboring property, streets, and the common areas, and must be located to minimize noise to adjacent properties.

**D21. Lighting and Holiday Decorations:**

Exterior lighting can be a significant design element affecting the appearance of the individual home during the day as well as at night. Properly designed lighting adds to the feeling of security of its residents without detracting from the privacy of its neighbors. Well-designed lighting accentuates positive features of the home without putting the home on display with garish or theatrical lighting.

- Exterior lighting shall be designed and adequately shielded to cut off the spread of light and to eliminate glare onto adjacent properties, streets, or sidewalks. Completely shielded light sources are preferred, and are required on building faces visible from the lake.

- Floodlights and spotlights mounted on the exterior face of the dwelling are permitted only with specific approval by the ARC. High intensity discharge type of lamps and fixtures are prohibited.

All flood/spot lights must:

- Not detract from the appearance of the home.
- Be designed with enclosures which completely hide the socket and sides of the lamps.
- Be mounted with the junction box within seven inches of the bottom of the rafters or soffit when installed in the story immediately below the roof.
- Be limited to two “heads” per fixture location, generally one per wall panel.
- Be able to be aimed to eliminate the filament from being visible from adjacent property (common or private), sidewalks, and streets. This may be impossible without an “egg crate” mask when lights are proposed to be installed on homes uphill from neighboring residences or streets.

No flood/spot lights are permitted on the sides of homes that back up to the lake or on front or street side yards.

Flood/spot lights cannot be mounted on poles or in trees.

Standard residential decorative post lamps are not prohibited outright but must be approved by the ARC.

Colored lights or globes and non-permanent decorative light sources are prohibited, except during the Christmas season (November 24th through January 30th). Tasteful, lighted or unlighted Halloween decorations are allowed between October 10th and November 10th. All inflatable decorations must be fully inflated from at least 7:00 am to 9:00 pm (this inflation time-frame applies to inflatable decorations used during all holidays).

Because Inland Shores emphasizes and values the natural environment, privacy, and understatement, landscape lighting is discouraged and is subject to ARC approval. Only extremely subtle lighting schemes will be approved.

#### **D22. Mailboxes and Paper Boxes:**

Mail distribution, in most cases, will be to clustered mail delivery stations as required by the US Postal Service. Any mailboxes not installed by the US Postal Service are subject to ARC approval.

#### **D23. Masonry:**

Masonry and other materials that generally represent load bearing material used on the building walls should be continuous and consistent on all elevations of a residence in order to achieve a uniform and complete architectural design and to avoid a “veneer” look. Brick should be installed in masses on the home, rather than scattering the brick in many locations.

- Brick or other masonry materials should return to inside corners with a minimum “brick wrap” of 16 inches. The top of all brick panels must be capped by framing and finished wall, floor, or roof areas immediately above the brick. Brick should terminate behind wall trim or verge boards. The face of the capping material must extend past the face of the brick by at least one inch.

- The ARC must approve all major/substantial brick details facing a street or common area prior to installation.

#### **D24. Mechanical Projections from Roof:**

Insofar as possible, plumbing vents, gas flues, and other pipes should be grouped on the side of the roof that is opposite the street approach to the residence. Gas or other chimney flues or pipes protruding from the roof shall not exceed two feet in height (subject to compliance with applicable building codes) and shall be painted to match the weathered roof color. The location and design of these chases shall be shown on the Construction Application.

**D25. Parking:**

A minimum of two open-air parking places within the site and two enclosed parking places shall be required for each single-family home.

**D26. Repetition of Design:**

Except for Westlake Village any home plan may be repeated as long as no repeated, identifiable, substantially similar exterior facade is visible from any point. In Westlake Village, repeated elevations must be separated by at least two intervening lots. Repeated exteriors shall be finished with different color palettes.

**D27. Screen and Storm Doors:**

Installation of screen doors or storm doors (at the main entrance door) is subject to ARC approval. Applications shall include documentation as necessary to fully describe the design, appearance, color, and location. Such doors must be of durable, quality construction, harmonious with the design of the home, and must either be finished to match the primary door or, if at least 90% transparent, finished to match the color of the trim adjacent to the door. No grilles, bars, or other ornamentation will be allowed. Operation of the door must not be impeded by any other part of the house including planters, light fixtures, or entry arches. All-glass screen doors or storm doors, with or without opening pains, are encouraged due to their attractive and versatile appearance.

**D28. Service Facilities:**

When not provided by other structures, each residence shall have a screened service yard enclosing garbage/recycling containers, firewood, bicycles, unused hoses, and similar items which must be placed where they will not be seen from streets or neighboring homes. Service yards, clotheslines, trampolines, swimming pools, and so forth, if desired, are subject to review by the ARC and permitted on a case-by-case basis only.

**D29. Solar Collectors:**

Any solar collectors and associated hardware shall be an integral part of the design of the building, and shall not have a "tacked-on" appearance. Placement of the collectors should consider the impact of glare on neighboring outdoor living spaces. Collector types shall be submitted for review by the ARC in the early stages of the planning of the dwelling to verify acceptability. Collectors shall be arranged in a compact configuration and shall have the appearance of a uniform plane with a neatly finished edge. Ideally, collectors should not be visible from any Common Area.

**D30. Utilities:**

All utility connections from trunk lines to individual structures must be underground. Utility meters, panels, and service feeds shall be screened so that they are not visible from the street. Exposed plumbing and electrical lines are not allowed. Materials must conform to the City of Keizer or Marion County requirements. All excavation for site utility hookups outside of landscaped yards must be restored to the previous natural condition.

**D31. Construction Times and Noise:**

To alleviate noise and preserve the tranquility of the area, no exterior construction work or loud landscaping work will be permitted except between 7:00 am and 7:00 pm Monday through Friday and 8 am and 5 pm on weekends unless approved in advance by the ARC. Interior work and normal maintenance on existing structures is permitted on Sunday. Loud music will not be allowed at any time.

**D32. Construction Completion:**

The construction of any building on any Residential Lot, including painting and all exterior finishes, shall be completed within eight months from the beginning of construction so as to present a finished appearance when viewed from any angle. In the event of undue hardship due to weather conditions, this provision may be extended for a reasonable length of time upon written approval from the ARC. The building area shall be kept reasonably clean and in workmanlike order (free of litter) during the construction period with a garbage can or other garbage disposal facility on the site during such period.

## Section E

### Landscape Requirements

#### E1. Area to be Landscaped:

The total yard area (except driveways and entry paving) is to be landscaped, including areas between the curb and the sidewalk.

#### E2. Landscape Maintenance:

All landscaping shall be maintained in a healthy and neat appearance at all times.

#### E3. Timing:

After work on approved construction/improvements begins, returning the environment to a calm, tranquil, more natural, undisturbed state for all to enjoy is a high priority at Inland Shores. Homeowners are responsible for landscaping their property as part of construction.

#### E4. Adjacent Property:

Coordinate landscaping with adjacent properties in order to maximize benefit to both Homeowners where possible. Potential benefits include:

- Increasing the apparent size of each home
- Creating greater neighborhood cohesiveness
- Maximizing open, usable yard area

#### E5. Existing Plants:

Incorporate existing plants, slopes, and other site elements into landscape to the greatest extent possible.

#### E6. Slopes:

The following generally approved slope ranges should be considered when dealing with existing or proposed slopes.

- |                         |   |
|-------------------------|---|
| - Lawn                  | 2% - 25%  |
| - Groundcover           | 5% - 33%  |
| - Shrub planting beds   | 2% - 25%  |
| - Rockeries             | 33% - 400% (1 horizontal to 4 vertical)             |
| - Rock retaining walls  | 50% - 15 degree back slope                          |
| - Driveways, upslope    | 1% - 15% (gross slope, including transition slopes) |
| - Driveways, down slope | 1% - 15% (gross slope, including transition slopes) |

Where slope changes exceed approximately 20%, stone outcroppings or rockeries are preferred over retaining walls. Scattering of stones or riprap is not permitted.

#### E7. Fencing:

All fencing must be kept in good repair. The design concept of minimal fencing at Inland Shores is to promote a feeling of open space by discouraging fences, walls, and hedges that define property lines. Where screened private areas are desired, the ARC will encourage the Homeowner to treat these fenced areas as extensions of the architecture of the dwelling.

- Standard fence designs have been developed and approved by the ARC for use in Inland Shores (see Appendix B). Other designs may be submitted for approval. However, to encourage and establish neighborhood continuity the ARC may restrict the type and/or finish of fences in certain locations.

- It is recommended that all Inland Shores perimeter fencing match the perimeter fence on McClure Avenue.

- Existing chain link fencing may remain along the boundary of the development, but if it is replaced, "Type B," as shown in Appendix B, is the recommended replacement style.



- Applications to the ARC for fencing approval (standard or non-standard) shall include the height, location, color, and design of the proposed fence; a sample of the proposed building materials; a paint or stain chip if appropriate; and any such other information as the ARC may request.

- Fencing shall not exceed six feet in height and is restricted to rear and side yards. Fence lines should parallel contours wherever possible, slope to follow grade, and blend with the terrain. Tops of fences running perpendicular to the grade should be sloped to follow grade and should not drop more than 12 inches at the posts. Bottoms of fences must slope to follow grade with a maximum four inch clearance from grade. No lakefront property shall have fencing within 10' of the top of the lakeside bank, this includes screens of plants such as arborvitae.

- In order to retain as much of the natural character as possible, fencing within 30 feet of any property line adjacent to the lake is prohibited.

- It is recommended that fences adjacent to any common area be "Type B," as shown in Appendix B, and they are subject to the normal approval process.

- Fences adjacent to retaining walls should be offset by at least 36 inches horizontally. If the offset is less than three feet, the total height of the retaining wall and fence must not exceed six feet, measured from the downhill side.

- Fences must be offset from corners of the house by at least 24 inches unless designed as an extension of the house wall.

- Fencing adjacent or perpendicular to rights of way, streets, and open spaces adjacent to the lake or Common Areas shall be stained with a high quality, semi-transparent medium gray product. All other wood fences must be stained or painted in a natural wood color or a color that blends well with the body color of the house.

- Design of gates shall match adjacent fences.

#### **E8. Retaining Walls:**

Where retaining walls are necessary, walls shall be built to the following criteria:

- Retaining walls should not exceed three feet in height. Smaller terraces are encouraged rather than massive construction.

- In order to blend home and home site, retaining walls should be constructed as an extension of the home with materials matching adjacent walls. Natural stone, brick, and stucco-faced concrete are preferred materials. Walls made of wood timbers or concrete masonry are not permitted.

- Construction of stone walls requires fine craftsmanship and is nearly an art form. Consideration must be given to size and type of stone related to height and design of wall. Sizes of individual stones shall range from larger at the bottom to smaller at the top with smaller sizes interspersed as required to "chink" individual larger stones. Loose rubble walls will not be accepted.

#### **E9. Groundcover:**

All areas without significantly complete covering by shrubs, annuals, or lawn must be planted with groundcover plantings. Groundcover must be live plant material of appropriate size and planted close enough together to provide uniform coverage in all growing seasons. Plants of a woody nature are generally more appropriate than herbaceous material. Bark dust, bark chips, Tanbark, redwood chips, or other biodegradable material should be used as mulch in planting beds, but are not acceptable by themselves as permanent groundcovers. Gravel, colored rock, painted concrete, and artificial turf are never acceptable as finished landscape surfaces.

#### **E10. Lawns:**

Either seeding or sod may establish lawns. The line and form of the lawn and other planting areas shall be informal and flowing, extending across home site boundaries wherever possible to maximize benefits for both neighbors. Lawns shall be maintained to have less than 20% weeds or yellowing by visual estimate.

**E11. Drainage:**

In addition to City of Keizer or Marion County criteria, all runoff must be handled by adequately sloping all roofs and outdoor areas to positively direct water away from buildings and to eliminate pooling. All lots and subsequent landscaping improvements shall be graded so that all surface water from any lawn area drains away from the Lake. The responsibility for proving that positive drainage is possible and for completing the construction in accordance with approved plans rests on the applicant for any construction or landscape activity. It may be necessary to install area drains with pumps to allow for proper drainage. Connect all roof and pump drains to an approved storm drainage system, i.e., the street gutter.

**E12. Ornamentation:**

Artificial animals, decorative statues and ornamentation, etc. are not permitted in front or street-side yards. The display of non-landscaping materials is subject to ARC approval.

**E13. Plant Species:**

The use of native plant material is encouraged. Exotic and non-native species shall be compatible in form and habit with the indigenous material. All plantings shall be chosen for their tolerance of the site conditions. See Appendix C for the Approved Plant List. Plants which are not on the Approved Plant List must be sympathetic to the native species and must be preapproved by the ARC.

**E14. Plant Groupings:**

Planting designs shall reflect informal groves of trees and be planted in informal masses. Avoid creating linear arrangements or the individual scattering of plants. Create plantings in informal masses, replicating and imitating natural settings.

**E15. Plant Size:**

Plants chosen at installation should reflect the growth rate of the plant material and should be planted in a manner to encourage a substantial appearance within three years and a mature look within six years. In the case of landscape mitigation, the ARC may require increased size and density of planting.

**E16. Solar Efficiency:**

Landscape designs should enhance solar efficiency.

**E17. Plant Placement:**

Plantings must be chosen to minimize negative effects on adjacent properties. Choose and place materials to minimize crowding and impact of plant materials that tend to spread or invade.

**E18. Trees:**

Landscaping and maintenance of homes and yards must give high priority to retaining as many trees as possible. The form and placement of the building, driveway, decks, patios, and other man-made features shall be designed and constructed to preserve trees.

- Consideration of the eventual height of trees shall be exercised for protection of existing views and solar access.

- Removal of any trees over six inches in diameter (at 4.5 feet above the ground) is subject to approval by the ARC. The City of Keizer or Marion County may have additional requirements, different criteria, and a separate review process for approval of removing trees -- this is especially true of the large backyard conifers on the properties bordering Lockhaven Drive and Crystal Springs Ln. Both the City of Keizer and the ARC must grant approval before tree removal is permitted. Note: The backyard conifers along Lockhaven Dr. and Crystal Springs Ln. are the property and responsibility of the Homeowners, however they are under the control of the City of Keizer.

- Generally, the ARC will only consider tree removal if, 1. It is within 15 feet of the foundation; within seven feet of walks, patios, and drives; or within three feet of a deck (if a reasonable attempt has been made to site the home to preserve existing trees, particularly clumps or groves of significant trees), or 2. A licensed arborist has confirmed in writing that the tree is damaged, diseased, or dead.

- Each tree cut without prior approval of the ARC must be replaced with one tree at least 200% of the normal replacement size. In addition, two supplementary trees of at least the minimum size per the Approved Plant List in Appendix C are to be

planted as part of the community landscape, or on the affected home site. The ARC has the authority to make a judgment regarding the size of the replacement trees.

- Trees identified by the ARC to be saved as a condition of approval shall be protected from damage during construction. In order to maximize survival of trees:

- Allow no construction equipment within ten feet of the base of the tree. A greater distance may be required under special circumstances.
- Deposit no additional soil on top of the root system without adequate mitigation.
- Fence around trees at the drip line with at least a 39 inch high plastic safety fencing or farm or lath and wire utility fencing on standard steel "tee" posts.
- Preserve roots by partially excavating by hand and sawing off roots at excavated areas.
- Maintain pre-construction grade throughout construction to the time finished landscape materials are installed.

Care of all trees is the responsibility of the applicant for any construction or landscape activity as well as the subsequent Homeowners.

- If, because of weather or other condition satisfactory to the ARC, tree planting cannot reasonably occur during or at the end of construction, the ARC, to achieve successful planting, may grant an extended period of time. If tree planting has not occurred and title to the property transfers during this extended period, the Applicant responsible for tree planting has the responsibility to notify a subsequent purchaser of the property that tree replacement may be necessary. The current Homeowner of the home is responsible for compliance with these standards.

- No Homeowner may alter, add, or remove trees or plantings on Common Areas without ARC approval. If trees or bushes are blocking views or causing a nuisance and a Homeowner wants them altered or removed they must submit a detailed request to the ARC. If the Committee approves the request the Homeowner must get a detailed bid from a licensed landscape contractor and submit it to the Committee for final approval. All associated costs will be the responsibility of the Homeowner. If such plant removal will create an unsightly bare spot in the landscaping then approved replacement plants may be required, at the discretion of the Committee. If no replacement plants are necessary the Homeowner must, for each mature tree removed, contribute to the Committee Mitigation Fund a sum equal to a 20-gallon tree for future Common Area landscape use.

- If the ARC determines that a gross violation of this tree policy has occurred, additional repair/replacement/fee may be required.

#### **E19. Street Trees:**

Street trees, if required, are to be planted by the Homeowner in the strip between the curb and sidewalk or lot in accordance with the requirements of the City as part of the landscape installation.

- Street trees shall be *Prunus x Hillieri* *Spire Cherry* or *Pyrus Calleryana* *Jaczam* --Jack Pear.

Trees may be grouped to avoid conflicts with streetlights, water meters, storm drains, and similar utility locations. Grouping is also encouraged to allow street trees to be planted in informal groupings in order to harmonize with the overall goal of creating a natural setting.

Homeowners are responsible for maintenance of street trees on their property, including tree removal if a tree is creating a possible safety hazard or is likely to damage Community property, as determined by the Board. Planting and landscape maintenance by the Homeowner should include enhancing and protecting street trees.

**E20. Vegetable and Cutting Gardens:**

Vegetable and cutting gardens are appropriate only away from front and street side yards.

**E21. Landscape Enhancements:**

- Homeowners are encouraged to plant and maintain beds of annuals, perennials, and bulbs for seasonal color.

Care must be given to “off season” appearance in order to assure a well-kept look.

- Homeowners are encouraged to remove undesirable plants and noxious weeds so long as the yard still maintains a finished or natural appearance, as appropriate.

- Homeowners are encouraged to perform all maintenance activities such as replacing ailing or dead plants and renovating lawns. However, full yard landscape remodeling requires approval from the ARC.

- Homeowners may, after consulting with and obtaining approval from the ARC, add to plantings already in place. Homeowners may wish to seek professional advice before selecting and placing additional landscape materials to assure that adjacent views are not blocked, that plants at maturity will not spill over property lines, and that new plant material will complement existing natural settings and previously installed landscaping.

- Adding or removing trees requires application to and approval from the ARC.

- To maintain a more natural overall appearance in Inland Shores, informal masses of plantings are preferred over plantings in rows. Extensive linear plantings are discouraged and must be approved by the ARC.

**E22. Landscape Mitigation:**

Mitigation of design or construction problems must be installed in final form no later than the earlier of, the date listed in the ARC’s Conditions of Approval or the date required for installation of conditional or final landscaping.

## **Section F**

### **Architectural Review Committee (ARC)**

**F1. Purpose**

To ensure that every home site is in harmony with its neighbors and its environment and is maintained in accordance with Association guidelines, the Inland Shores Architectural Review Committee (“ARC”) has established procedures for requesting approval to perform such work as changing structural exteriors and landscaping, including, but not limited to homes (remodeling and repainting—even the same color), outbuildings, patios, decks, awnings, paving, recreational equipment, pools, courts, fences, plants, etc. (Please note: If work is performed without ARC approval, the Rule Infraction Committee will send the Homeowner a violation notice. For a complete description of this process, please see Section G.)

Homeowners wishing to make significant property changes must describe those changes in an Application for review by the ARC to ensure that they conform to the requirements of the CCRs, RRRs, and Design Guidelines documents. An initial email to the ARC may be helpful (use the “Contact ARC” link on our website).

All work implementing approved changes must be in accordance with the conditions established by the ARC. Members of the ARC have the authority to inspect the ongoing work in order to ensure that it is proceeding according to the approved documents.

**F2. Limitations:**

While the ARC addresses the outside appearance of each home, the landscaping, and the home’s relationship to the environment, the ARC does not review and is not responsible in any way for structural, technical, construction, or building code issues. Because structural changes can have an effect on the outside appearance of the home, the ARC may request, without assuming any liability, that an applicant review and resubmit plans and specifications to resolve any apparent structural issues, if resolution of the issue could affect the outside appearance of the home. Asking about structural issues that affect how the home will look does not obligate the ARC to find those structural issues or to address them. It is possible that ARC requests regarding specification or structural issues may require professional

engineering or other services for which there would be a fee. The ARC is not responsible for any costs incurred as a result of satisfying its requests.

The ARC shall not be liable for damages to anyone, including those who submit plans, build, occupy, or own homes by reason of a mistake in judgment, non-feasibility, or failure to approve or disapprove plans or specifications. The ARC shall not be liable for any injury or damage of any kind caused by any improvements constructed from such plans and specifications.

The ARC shall not have control of, or charge of, and shall not be responsible for; construction means, methods, techniques, sequences, or procedures; safety precautions; the acts or omissions of any contractor, subcontractors, or any other persons performing any of the work; or the failure of any workers to carry out their work in accordance with the ARC approvals or any rule of any governing body.

In addition to ARC approvals, all construction must conform to the requirements of all applicable governing bodies and regulations such as City of Keizer, Marion County Standards, and Oregon State Building Codes.

### **F3. Submitting an Application:**

Before any construction, modification, or improvement may begin on any lot in Inland Shores the Homeowner must obtain written approval from the ARC. The Homeowner must submit two copies of the "Application to the Architectural Review Committee for Home Improvement" (F8, below) along with any appropriate supporting documentation and fee to the ARC (ARC contact and fee information below). Any work that begins prior to ARC approval is subject to required changes, revision, or removal at the sole discretion of the ARC at the Homeowner's expense. In addition, fines may be assessed against the Homeowner.

### **F4. Application Review:**

The ARC will review and respond to Applications as soon as possible, usually within ten days from the date of the ARC meeting following receipt of the complete application. Written notice of the action taken by the ARC will be mailed to the Homeowner.

After reviewing an Application the ARC will, A) approve the Application as is, B) approve the Application with conditions, or C) return the Application to the Homeowner for rework (suggesting changes to the design that should be addressed before resubmitting). If the Application is not accepted as is, the Homeowner may request a meeting with the ARC to ensure there are no misunderstandings. If the ARC holds to its original decision for changes, such changes must be made before another ARC review takes place. After a second such review the ARC may require an additional fee.

### **F5. Work Commencement and Inspection:**

After receiving ARC approval the work on the project may begin. If work has not begun within 180 days from the date of ARC approval the approval shall be automatically revoked, unless the Homeowner has received a time extension from the ARC.

Depending on the complexity and duration of the work the ARC may visit the site periodically to:

- Compare the way the work is being done with the approved design requirements. Items found to be different from approvals will be noted for the file and, if insignificant, approved. If significant variance is found, the Homeowner will be contacted to flag items that must be corrected and/or referred to the ARC for additional review. Changes, including restoration or remedial work, may be required strictly at the Homeowner's expense. These ARC inspections are not in place of, or affected by, inspections the City of Keizer may make.
- Help resolve unforeseen situations at an early stage, when remedial action, if any, is less costly.
- Approve minor alterations and field revisions as deemed acceptable by the ARC.

By submitting an Application to the ARC, the Homeowner is agreeing to allow such on-site inspections.

While it is the intent of the ARC that all changes must be exactly as approved, the ARC recognizes that occasionally a revision is necessary “in the field” in response to conditions that may have been unforeseen at the time of approval. However, any alteration to or deviation from approved plans must be sent to the ARC Chairperson for approval as soon as the need for the revision is noticed. The Chairperson has the authority to approve changes that are not material and which do not affect the overall design quality. However, at the Chairperson’s sole discretion, field changes may, for any reason, be referred to the ARC for review and approval. Any deviations from the approved design documents are at the risk of the Homeowner until approved by the ARC.

**F6. Contacting the ARC**

Inquiries regarding the Inland Shores Community (including the ARC) can be send by e-mail using the appropriate link on our Association’s website: [www.inlandshoreshomes.org](http://www.inlandshoreshomes.org).

**F7. Fees**

A payment of \$100.00 must accompany each ARC Application. (The one exception is there is no fee for Applications to repaint an existing house – although an Application is still required.) Applications that do not include payment will not be reviewed. Checks should be made payable to Inland Shores Home Homeowners Association.

Depending on the complexity of the project a portion of the fee may be returned upon project completion.

## F8. Application Form

# APPLICATION TO THE ARCHITECTURAL REVIEW COMMITTEE FOR HOME IMPROVEMENT

Before any construction, modification, or improvement may begin on any lot in Inland Shores the Homeowner must obtain written approval from the Architectural Review Committee ("ARC"). All proposed changes must conform to the requirements of the Inland Shores Covenants, Conditions, and the Restrictions ("CCRs"); the Rules, Regulations, and Requirements ("RRRs"); and the Design Guidelines documents. The Homeowner must submit two copies of this Application along with any appropriate supporting documentation and fee.

This Application submission must include sufficient information for an accurate assessment by the ARC. Simple improvements such as repainting a structure the exact same color may only require the Homeowner's address and color samples. More complex projects may require written descriptions, dimensions, material specifications, color samples, and indications of how the change affects or ties in with the existing structures. If changes are to landscaping, drawings showing the locations and types of plant materials, etc. will be necessary. It is up to the Homeowner to supply adequate information; insufficient Applications will be returned.

Homeowner's Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

### This is an Application for:

Repainting the Same Color \_\_\_\_\_ Repainting a Different Color \_\_\_\_\_

New Construction \_\_\_\_\_ Remodel \_\_\_\_\_

Deck/Patio/Flatwork/Fence/Screening \_\_\_\_\_ Play Equipment \_\_\_\_\_

Landscaping \_\_\_\_\_ Other \_\_\_\_\_

Estimated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

Description of Change (Attach additional sheets if needed) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fees must accompany Applications in order for the Application to be complete. (Fees are "per Application." If partial plans are submitted separately, the fee is \$100.00 for each Application.) Depending on the complexity of the project a portion of the fee may be refunded. Applications that do not include the fee will not be reviewed. Checks for construction and landscape review should be made payable to Inland Shores Homeowners Association.

Please submit two sets of plans and two completed Application forms to the ARC by either email using the "Contact ARC" link on our website ([www.inlandshoreshomes.org](http://www.inlandshoreshomes.org)) or by USPS to Taylor Real Estate and Management, PO Box 2606, Salem, OR 97308. Incomplete Applications will be returned without review. Written notice of action taken by the ARC will be mailed to applicants as soon as possible, in any case, within ten days from the date of the ARC meeting following receipt of the complete Application.

**Homeowner Checklist:**

Include two copies of whatever may be needed for processing your Application.

1. Signed Application form
2. \$100.00 fee (No fee required for repainting an existing house.)
3. Color samples
4. Detailed construction plans including all dimensions, elevations, materials, lighting, etc.\*
5. Fence/deck designs, dimensions, location, colors, etc.
6. Plant names and locations

\*For significant construction projects (new or remodeling) a complete set of construction drawings may be necessary.



**F9. ARC Response**

**ARCHITECTURAL REVIEW COMMITTEE APPLICATION  
RESPONSE**

The decision of the ARC to approve or not approve an Application is based on the requirements of the CCRs, RRRs, and Design Guidelines documents.

The work described on the attached Application is:

Approved as submitted\_\_\_\_\_

Approved with conditions (see below)\_\_\_\_\_

Not approved\_\_\_\_\_ The reason(s) for not approving\_\_\_\_\_

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

The conditions of approval are\_\_\_\_\_

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

Project must be completed by\_\_\_\_\_

Authorized by:

Printed Name\_\_\_\_\_ Signature\_\_\_\_\_ Date\_\_\_\_\_

Printed Name\_\_\_\_\_ Signature\_\_\_\_\_ Date\_\_\_\_\_

This approval shall be limited to the items specifically set forth in the Application and is hereby granted upon the following terms and conditions. The violations thereof or noncompliance therewith will be grounds for rescinding and revoking the approval hereby granted.

1. Any planting shall not interfere with the designed operation of Association owned sprinklers or hinder landscape maintenance of Inland Shores Common Areas.

2. All installations, interior or exterior, must not alter existing construction design or the functions thereof except as approved.

3. Any work done on a Homeowner's property, shall be subject to all existing State, County, City, and Association regulations, laws, and ordinances.

4. All work will be subject to inspection by the Association ARC and Board. The Homeowner, together with the Contractor, will be held responsible for any deviations of the approved work and will be required to make any necessary corrections at the Homeowner's expense.

5. By the execution and acceptance of this Application and terms and conditions hereof, the Homeowner acknowledges that he/she has been advised that the approved work, when completed, forming a part of the common elements, will not be the subject of any insurance coverage of loss prevention or indemnification coverage by the Association.

6. The Homeowner, by the execution and acceptance of this Application has remised, released, and forever discharged, and by these presents does remise, release, and forever discharge the said Association of and from all obligations, controversies, suits, actions, causes of actions, trespasses, variances, damages, claims, demands, in law or in equity, which against the said Association the Homeowner ever had, now has, or hereafter can, shall, or may have, for, upon, or by reason of any damage to the above installation occurring in any manner whatsoever.

7. Approval of submitted plans or drawings by the ARC is for design only and conceptual in nature. Said approval does not relieve the Homeowner from obtaining necessary approvals from the City of Keizer (or Marion County) including, but not limited to, obtaining permits to erect structures, patios, patio covers, room additions, pools, spas, gazebos, etc. Evidence of building permits and approval from the City Building Department should be provided to the ARC prior to commencing approved work.

8. Work on the approved project must begin within 180 days from the date of its approval and must be completed by the date specified by the ARC. If the beginning or ending timeframes cannot be met, the Homeowner must contact the ARC for an extension.

If the ARC and Board approve this Application, the Homeowner accepts this approval upon the terms and conditions set forth which have been fully read and understood by the Homeowner.

I, the Homeowner, the undersigned, understand and agree to the requirements of this Application and its approval.

Homeowner's Printed Name\_\_\_\_\_ Signature\_\_\_\_\_ Date\_\_\_\_\_

Note: The original of this form must be signed by at least two ARC members and must be kept in the ARC master file.

## **Section G**

### **Rule Infraction Committee (“RIC”)**

#### **INTRODUCTION**

In order to ensure that residents and owners in the three Inland Shores Villages receive the intended benefits of living in our community, the Inland Shores Homeowners Association Board of Directors (“ISHOA” and “Board”) hereby sets forth the following rule enforcement procedures for enforcing compliance with the Covenants, Conditions, and Restrictions (“CCRs”), Rules, Regulations, and Requirements (“RRRs”), and Design Guidelines documents of the ISHOA. (The CCRs document, as recorded in the Marion County Public Records Department, and the Design Guidelines are the original governing documents of the ISHOA. The Board promulgated the RRRs document, which is consistent with the CCRs and Design Guidelines documents, to establish further guidelines and to provide a user-friendly set of rules to serve the needs of the ISHOA community.

The Rule Infraction Committee (“RIC”) is the committee of the Board that directly administers the enforcement of the CCRs, RRRs, and Design Guidelines documents. The RIC has authority delegated by the Board to receive complaints of violations from within the community\*, identify violations through periodic inspections, cite non-conforming behaviors and conditions, and impose fines and other sanctions against applicable owners. The Board reserves the right to review, at its leisure, the actions of the RIC.

\*The RIC may be contacted using the appropriate link on our Association’s website: [www.inlandshoreshomes.org](http://www.inlandshoreshomes.org).

#### **KINDS OF VIOLATIONS**

The three broad categories of rule violations are: 1) Landscaping/Architectural violations, 2) Minor conduct violations, and 3) Major conduct violations. Rule violations within categories 2 and 3 may be further identified as “Recent,” “Continuing,” and “Occurrence-based.”

##### **Definition of “Minor” and “Major” Conduct Violations:**

Conduct violations are considered either “minor” or “major” depending upon their severity and their potential financial impact as determined by the Board or RIC. A few examples of minor violations are: parking a commercial vehicle overnight in a driveway, improperly locating trash cans, and placing inappropriate signage. A few examples of major violations are: allowing pets off-leash within the common areas, domestic disturbances, certain traffic violations, and destruction of common area property.

##### **Definition of “Recent,” “Continuing,” and “Occurrence-based” Violations:**

Violations will be considered “recent” if they occur within 12 months of a previous violation for landscaping/architectural violations and minor conduct violations or if they occur within any 24 months of a previous violation for major conduct violations. Conduct violations will be differentiated between those that are “continuing” and “occurrence(s)” in nature. An occurrence-based conduct violation is one that is temporary. One example of an occurrence-based violation is speeding. A conduct violation is continuing in nature if it is ongoing and has not been cured within ISHOA deadlines. Two examples of continuing violations are: 1) leaving an abandoned/derelict vehicle parked on a street and refusing to properly relocate the vehicle within ISHOA deadlines, and 2) landscaping/architectural violations that are not cured in a timely manner. The RIC will determine whether or not repeating occurrence-based conduct violations are substantially similar in order to determine which enforcement process applies, that is, a prior commenced enforcement process (leading to a second or successive enforcement step) or a new violation (leading to a first enforcement step).

#### **VIOLATION REMEDIATION PROCEDURES**

##### **1. Landscaping/Architectural Violations:**

###### **First Notice:**

For a first landscaping/architectural violation, the RIC will send the owner a First Landscaping/Architectural Violation Notice (“First Notice”) which will instruct the owner to correct within 20 days the conditions

which gave rise to the violation in order to avoid a \$50 fine. If more time to cure is needed, the owner must notify the RIC in writing that the owner intends to make the corrections required but needs more than 20 days due to the nature of the corrections involved, such as repainting the exterior of a home. The RIC may suspend, at its discretion, further enforcement while the owner is making good faith efforts, demonstrated by actual progress, to cure the conditions which gave rise to the First Notice. This process is referred to herein as the "Cure Process." If the owner disagrees with the First Notice, the owner may appeal to the Board within seven days following the issuance of the First Notice. Such an appeal must be in writing. The Board will consider the appeal based on written submittals, evidence gathered by the Board and RIC, and information from other reliable sources. Should the Board desire to grant, at its sole discretion, an in-person hearing, it may do so instead of consideration of a written appeal only.

**Second Notice:**

If the owner cited with a First Notice does not comply or engage the prescribed Cure Process, the owner will be sent a Second Landscaping/Architectural Violation Notice ("Second Notice") in which the owner is fined \$50 and given a fifteen day notice of opportunity to cure and a warning that failure to cure will result in an additional \$100 fine and the owner's loss of voting and common area rights.

**Third Notice:**

If the owner cited with a Second Notice does not comply or engage the prescribed Cure Process, the owner will be sent a Third Landscaping/Architectural Violation Notice ("Third Notice") in which the owner is assessed a \$100 fine and notified of the suspension of the owner's voting and common area rights. Furthermore, the Third Notice will warn the owner that if the owner is still in non-compliance fifteen days after issuance of the Third Notice, the owner will be sent a Fourth Landscaping/Architectural Violation Notice in which the owner will be fined \$15 per day until the owner is in compliance with the Notices.

**Fourth Notice:**

If the owner cited with a Third Notice does not comply or engage the prescribed Cure Process, the owner will be sent a Fourth Landscaping/Architectural Violation Notice ("Fourth Notice") in which the owner is fined \$15 per day until the owner is in compliance with the RIC's requirements and notified that fifteen days hence the Board will file a Notice of Claim of Lien against the owner's property.

**Fifth Notice:**

If the owner cited with a Fourth Notice does not comply or engage the prescribed Cure Process, the owner will be sent a Fifth Landscaping/Architectural Violation Notice ("Fifth Notice") in which the owner continues to be fined \$15 per day until the owner is in compliance with the RIC's requirements and notified that the Notice of Claim of Lien has been filed in the Marion County deed records. Furthermore, in the Fifth Notice the owner will be notified of the Board's intent to file suit ten days hence in small claims or circuit court if the owner has not corrected the cited violations and paid applicable fines.

**Filing Suit:**

If the owner has not corrected the cited violations and paid applicable fines by the deadline specified in the Fifth Notice, the Board will file suit accordingly.

**2. Minor Conduct Violations:**

Under this heading #2, when referring to a subsequent violation, it shall mean a recent and substantially similar violation that is either a continuing or subsequent occurrence. All violation notices will be issued by the Board or RIC to the owner of the property in Inland Shores to which the Board or RIC attributes the violation. The owner is responsible for violations arising from the owner's conduct and the conduct of the owner's guests, dependents, tenants, invitees, representatives, and agents or any person under the owner's direction or control. For all violations covered under this heading #2, the Board or RIC may charge the owner for any damages or costs incurred by the ISHOA arising from the applicable violation(s). (Note: All fines not paid voluntarily will be subject to collection activities up to and including property liens and court action.)

**First Notice:**

For a first minor conduct violation, the owner will be warned of a \$25.00 fine for a second violation.

**Second Notice:**

For a second minor violation (whether involving a second occurrence or continuing violation), the owner will be fined \$25.00 and warned that the owner will be fined \$50.00 for a third violation.

**Third Notice:**

For a third minor violation (whether involving a third occurrence or continuing violation), the owner will be fined \$50.00 and warned that the owner will be fined \$75.00 for a fourth violation. Furthermore, the Third Notice shall notify the owner that the owner's voting and common area rights will be suspended for a period of up to one year for a fourth violation.

**Fourth Notice:**

For a fourth minor violation, the owner will be fined \$75.00, lose voting and common area rights for a period of up to one year as determined by the Board or RIC, and be warned of a \$100.00 fine for a fifth and each subsequent violation.

**Fifth or Subsequent Notice:**

For a fifth and each subsequent minor conduct violation, the owner will be fined \$100.00 and the owner's voting and common area rights suspension will be extended or renewed for up to one year as determined by the Board or RIC.

**3. Major Conduct Violations:**

Under this heading #3, when referring to a subsequent violation, it shall mean a recent violation which is either continuing in nature or is a subsequent occurrence. All violation notices will be issued by the Board or RIC to the owner of the property in Inland Shores to which the Board or RIC attributes the violation. The owner is responsible for violations arising from the owner's conduct and the conduct of the owner's guests, dependents, tenants, invitees, representatives, and agents or any person under the owner's direction or control. For all violations covered under this heading #3, the Board or RIC may charge the owner for any damages or costs incurred by the ISHOA arising from the applicable violation(s). (Note: All fines not paid voluntarily will be subject to collection activities up to and including property liens and court action.)

**First Notice:**

For the first major conduct violation, the owner will be fined between \$50.00 and \$200.00 depending on the severity of the violation and warned of a fine between \$100.00 and \$400.00 for a second violation.

**Second Notice:**

For a second major violation the owner will be fined between \$100.00 and \$400.00 depending on the severity of the violation and warned that the owner will be fined \$400.00 for a third violation. Furthermore, the Second Notice will warn that the owner's voting and common area rights will be suspended for up to one year for a third violation.

**Third Notice:**

For a third major violation the owner will be fined \$400.00 and lose voting and common area rights for a period of up to one year as determined by the Board or RIC. Furthermore, the Third Notice will warn that for all subsequent violations the owner will be fined \$500.00 and the owner's voting and common area rights suspension will be extended or renewed.

**Fourth or Subsequent Notice:**

For a fourth or subsequent major violation the owner will be fined \$500.00 and the owner's voting and common area rights suspension shall be extended or renewed for up to one year as determined by the Board or RIC.

## **APPEALS OF A VIOLATION NOTICES**

The RIC shall have original jurisdiction over any appeal of any violation, but the Board may, at its sole discretion, reverse any appellate decision made by the RIC. The RIC will only accept an appeal of a violation notice by written submittal from the owner, but the RIC reserves the right to meet in person with an appellant-owner and thereby waive or supplement the written submittal requirement.

An owner may appeal a violation within the applicable appeal period as the Board or RIC determines in the applicable violation notice. In no event shall an owner have fewer than five days to appeal a violation notice or more than 14 days in which to make an appeal. Failure to appeal within the appeal period shall be deemed a complete and full waiver of the right to appeal the applicable violation notice.

The Board or RIC reserves the right to waive all or a portion of any fine(s) issued for violations whenever the Board deems appropriate.

## **Section H Inland Shores Organizational Structure**

The Inland Shores community is divided into three Associations (each of these three may have its own "sub-associations" or "sub-committees" that focus on the specific needs of the Association).

### **The Inland Shores Homeowners Association:**

The Inland Shores Homeowners Association's area is from the west end of the condominiums around the west end of the lake and back to the west end of the apartments. The area encompasses privately owned property and community owned common areas, which include streets, open areas (grassy spots, paths, the pond, etc.), and the lake-side bank from the top of the bank (bordering the backyards of private homes – the delineation line being roughly the Association's sprinklers) down to the lake pathway.

The volunteer Inland Shores Homeowners Association Board of Directors is responsible for maintaining this area in accordance with the Inland Shores Covenants, Conditions, and Restrictions ("CCRs"); the Rules, Regulations, and Requirements ("RRRs"); and the Design Guidelines documents. Questions and comments for this Board may be sent using the "Contact Board" link on the Association's website: [www.inlandshoreshomes.org](http://www.inlandshoreshomes.org).

### **Inland Shores East Association:**

Inland Shores East Association encompasses the condominiums, the commercial businesses, and the apartments.

This area is governed by the Inland Shores East Association Board of Directors, which is made up of volunteers who have involvement in the defined area. Questions and comments regarding the activities in these areas should be directed to that Board or the Association's management company, which is, as of this printing, Community Management Inc., [www.communitymgt.com](http://www.communitymgt.com) (please specify that your comments regard the Inland Shores East Association).

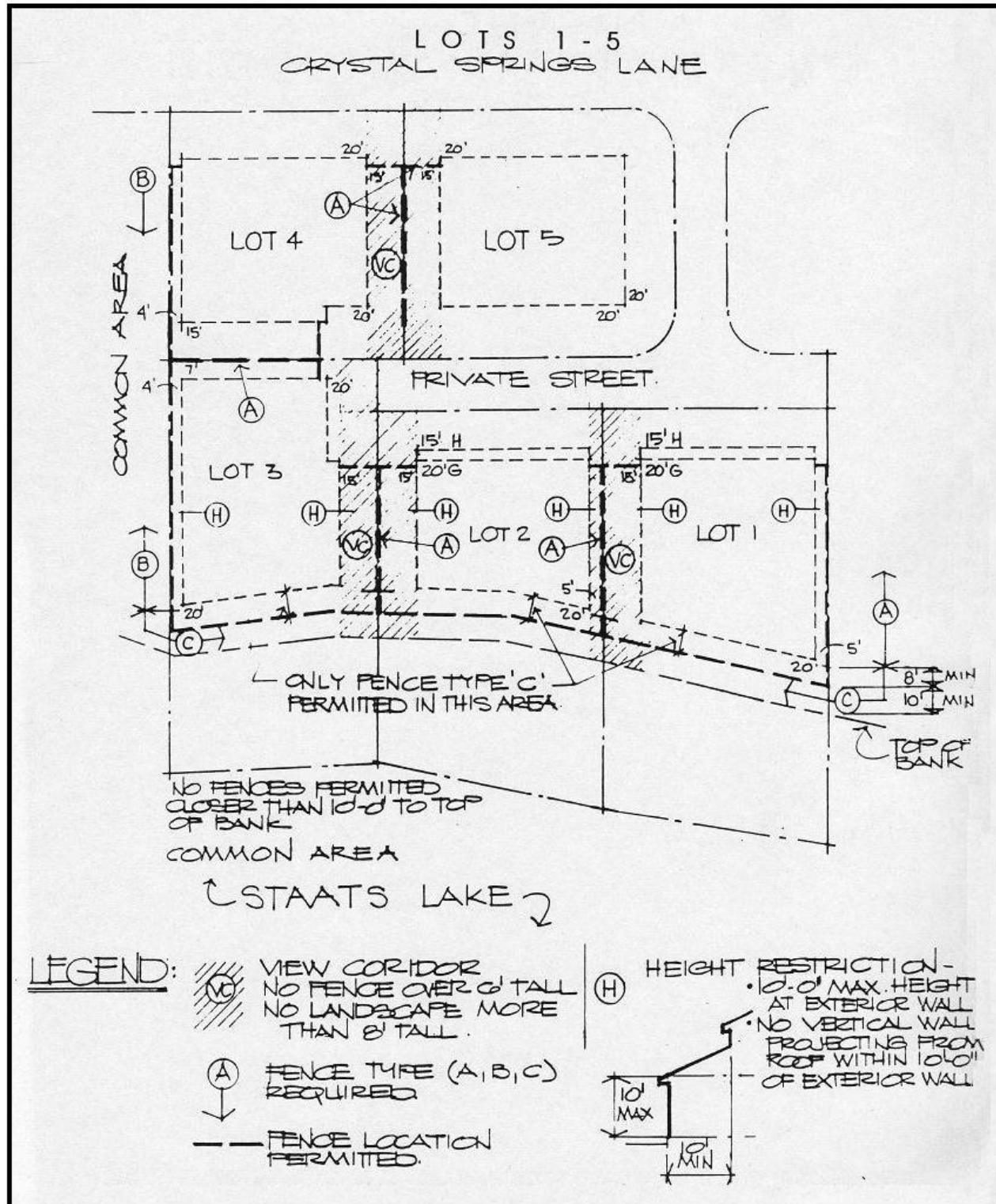
### **Staats Lake Association:**

The Staats Lake Association is responsible for managing the lake water, the bank between the water and the pathway, the pathway, and the pathway lights.

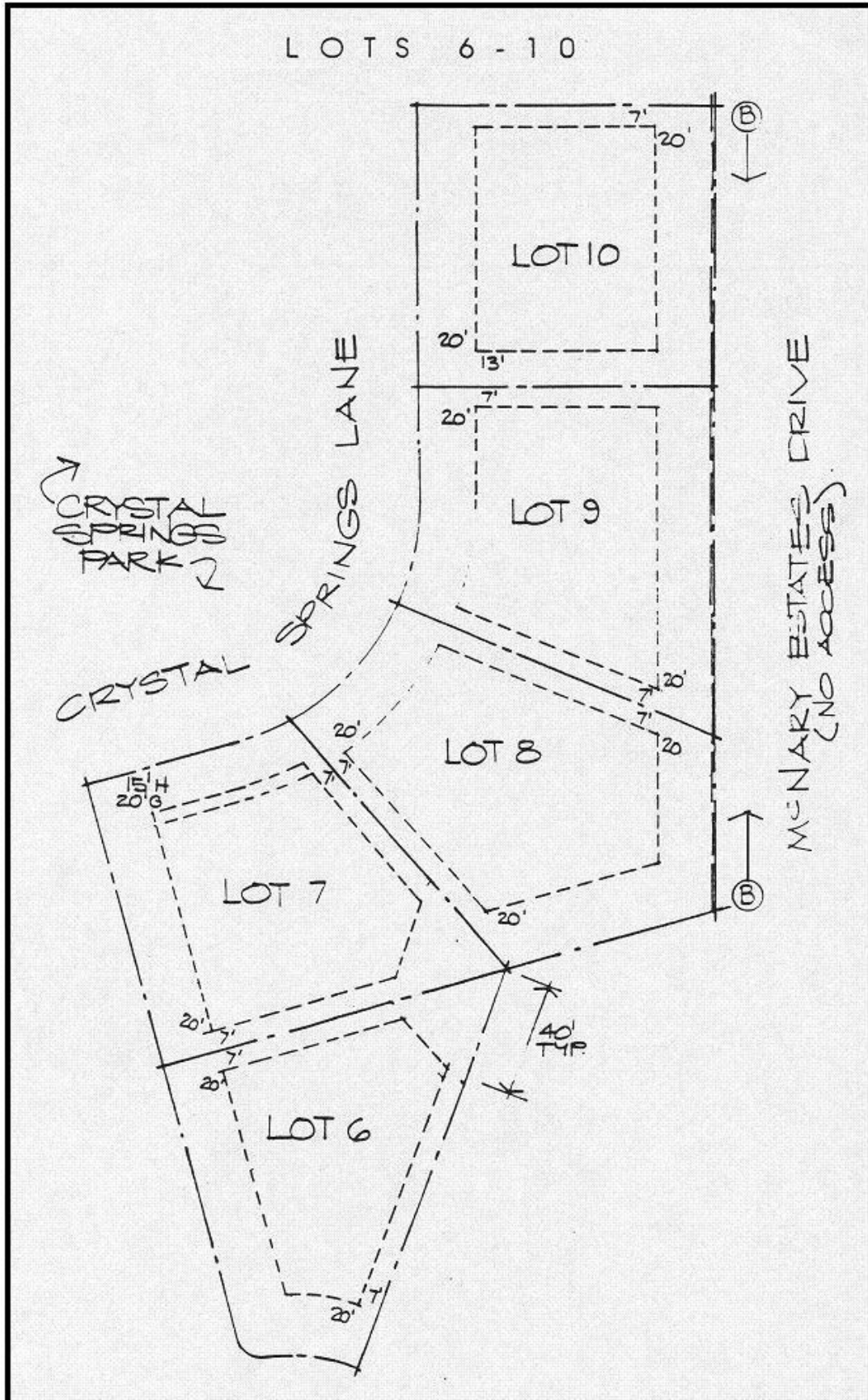
The Staats Lake Board of Directors is made up of four volunteer representatives (two appointed by the Inland Shores East Association Board of Directors and two appointed by the Inland Shores Homeowners Association Board of Directors). Questions and comments for this Board may be sent to either [staatslakeboard@gmail.com](mailto:staatslakeboard@gmail.com) or the Association's management company, which is, as of this printing, Community Management, Inc., [www.communitymgt.com](http://www.communitymgt.com) (please specify that your comments regard the Staats Lake Association). Please also let the Inland Shores Homeowners Association Board of Directors know of any concerns you have about the Staats Lake area by using the "Contact Board" link on their website: [www.inlandshoreshomes.org](http://www.inlandshoreshomes.org).

## Appendix A: Property Setback Requirements

These diagrams are representative. The ARC will extrapolate setbacks for other properties as needed.

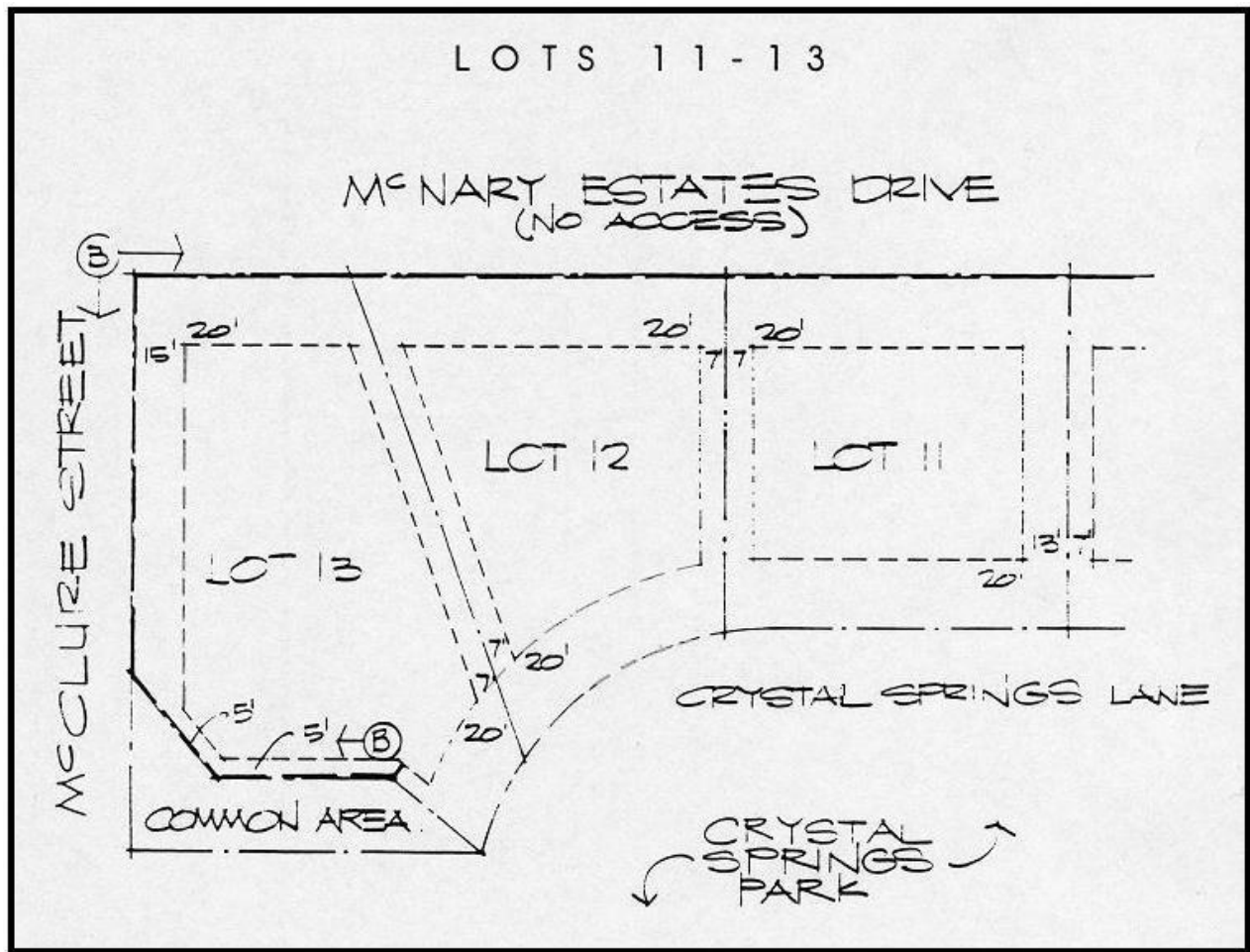


# LOTS 6 - 10





LOTS 11-13



LOT 14

LOT 15

LOT 16

COMMON AREA

CRYSTAL SPRINGS PARK

CRYSTAL SPRINGS LANE

MCCLURE STREET

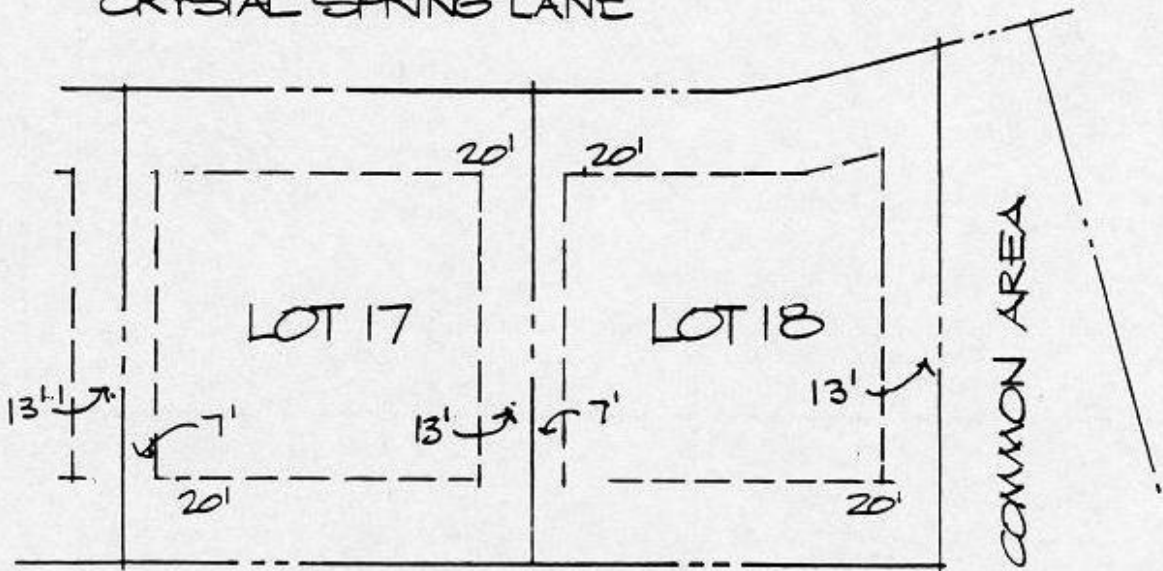
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Markers: (B), (B)

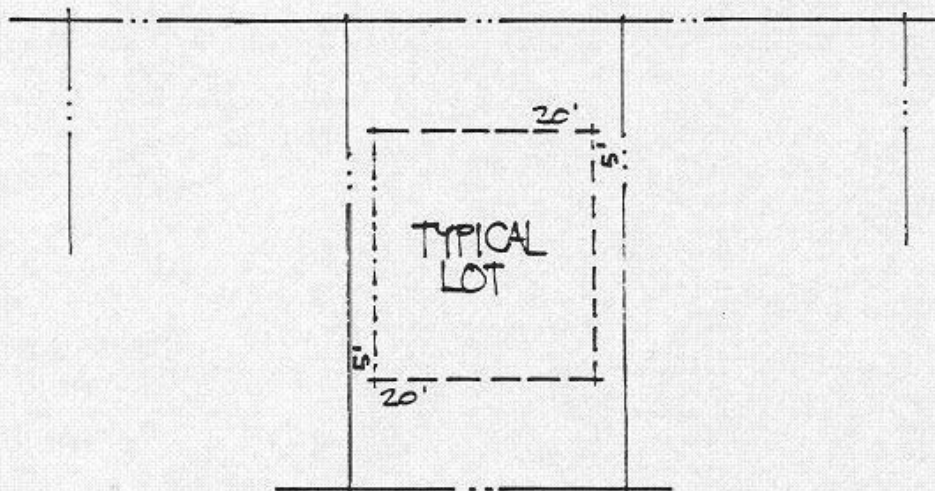
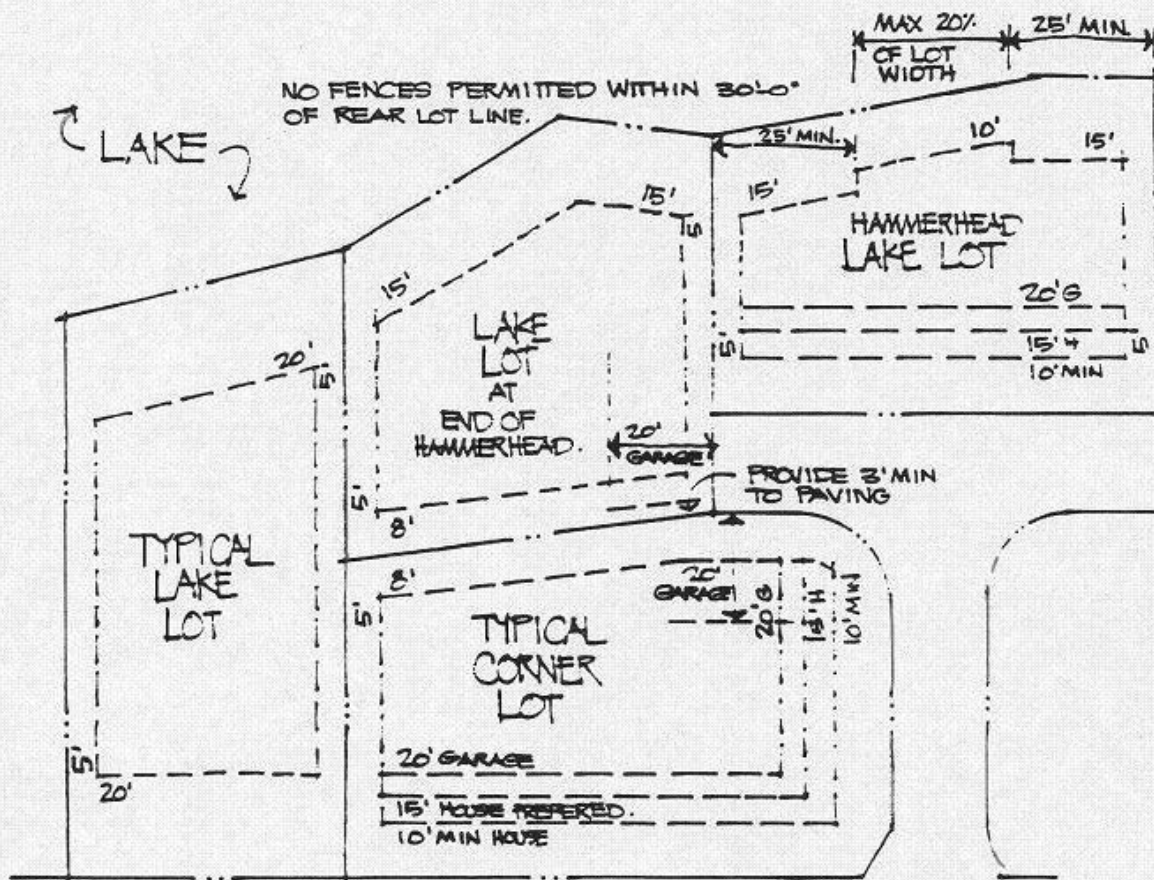
LOTS 17 - 18

CRYSTAL  
SPRINGS  
PARK

CRYSTAL SPRING LANE

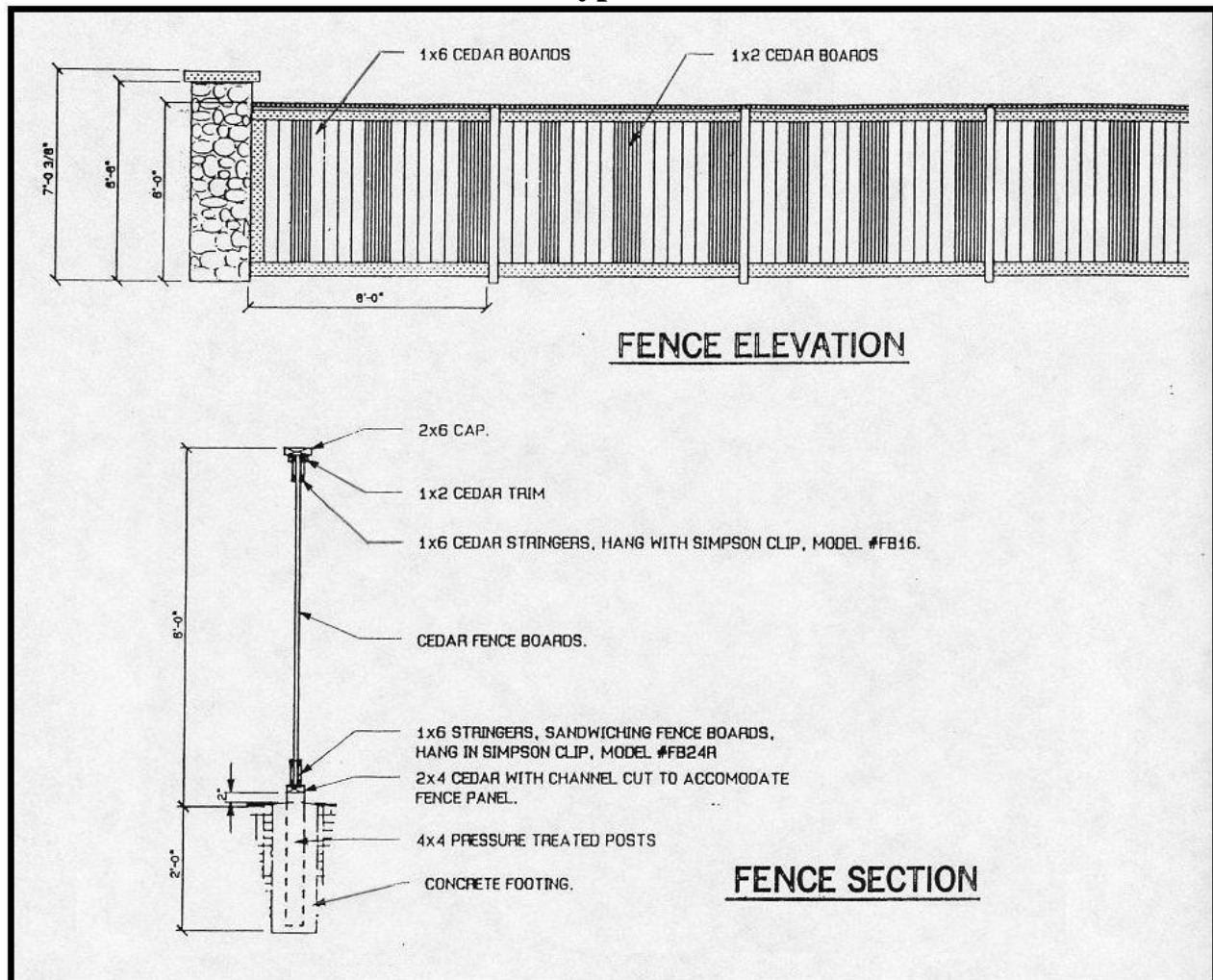


# TYPICAL LAKEFAIRE VILLAGE LOTS 61 - 148

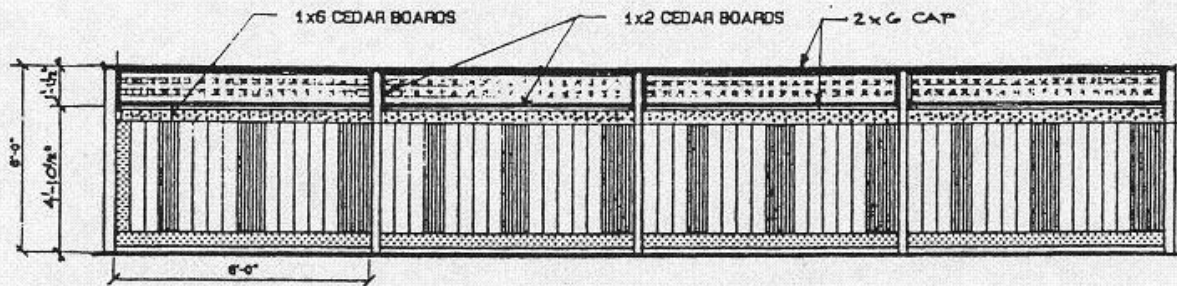


## Appendix B: Approved Fence Designs

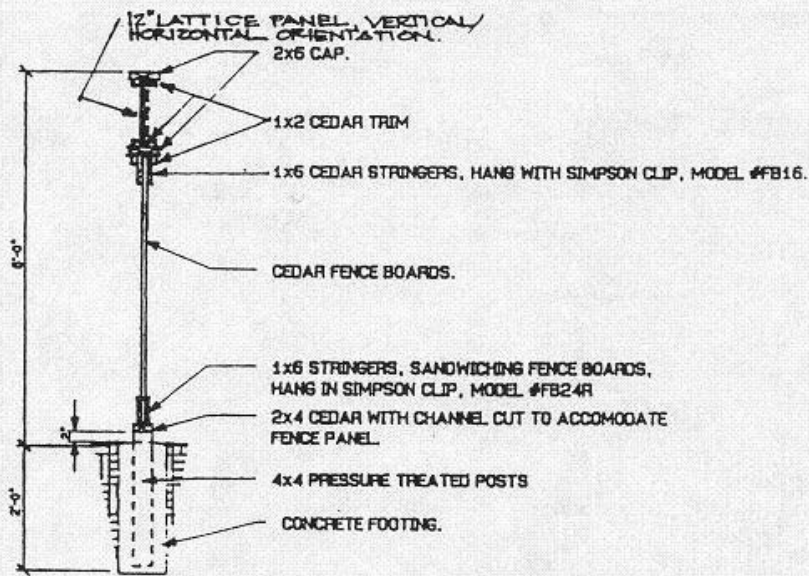
### Type A



## Type B



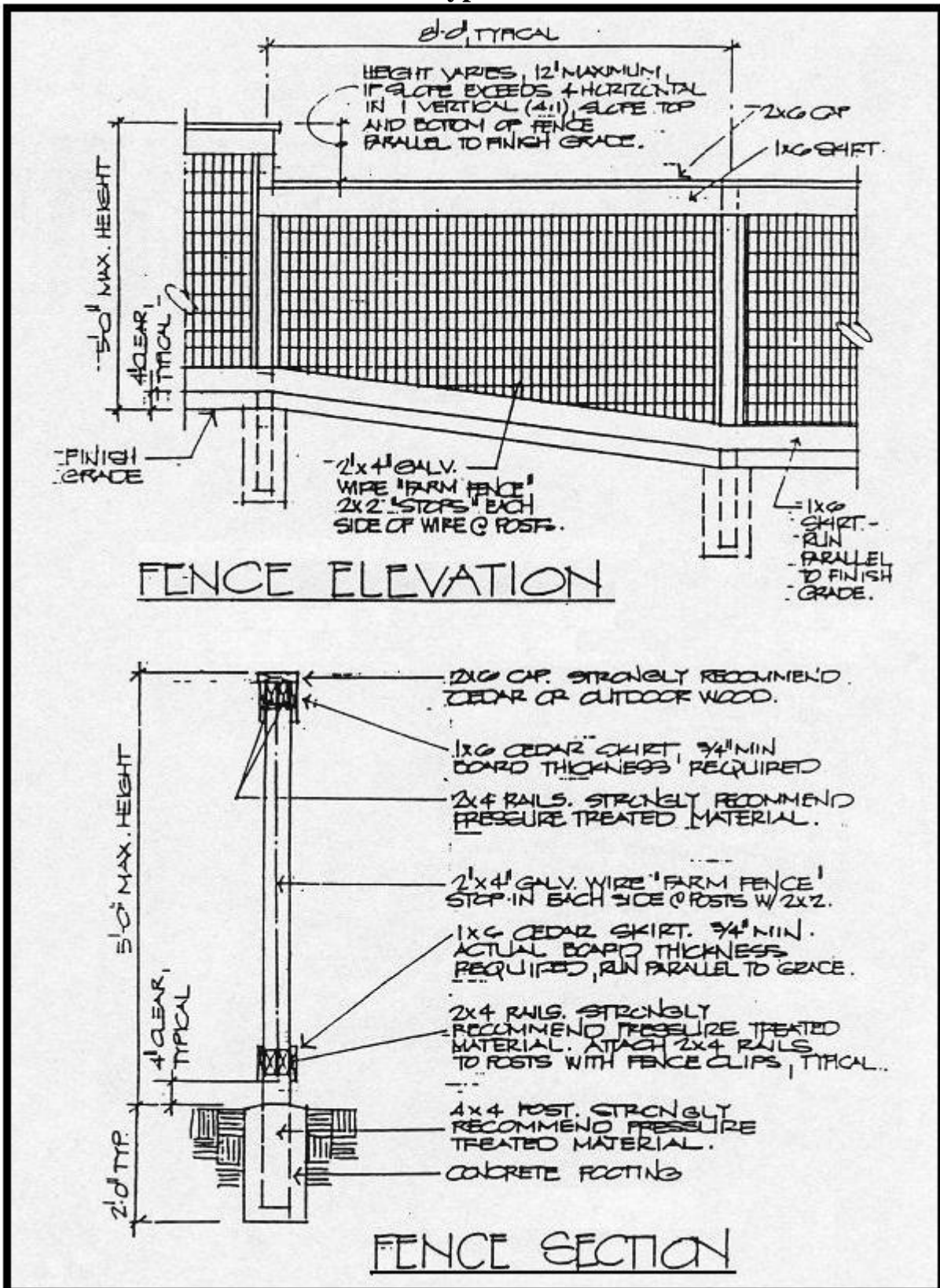
**FENCE ELEVATION**



**FENCE SECTION**



## Type C



## Appendix C: Approved Plant List

### *Ground Covers*

COMMON NAME	BOTANICAL NAME	SIZE
Bunchberry	<i>Cornus canadensis</i>	1 gal.
Dwarf Periwinkle	<i>Vinca minor</i>	4" pot
Heaths	<i>Erica species</i>	1 gal.
Japanese Spurge	<i>Pachysandra terminalis</i>	1 gal.
Kinnikinnick	<i>Arctostaphylos uva ursi</i>	1 gal.
Oregon Oxalis	<i>Oxalis oregana</i>	4" pot
Rosemary	<i>Rosmarinus officinalis</i>	1 gal.
St. Johnswort	<i>Hypericum Calycinum</i>	1 gal.
Wild Ginger	<i>Asarum caudatum</i>	1 gal.
Wintergreen	<i>Gaultheria Procumbens</i>	1 gal.
Wood Strawberry	<i>Fragaria vesca bracteata</i>	1 gal.

### *Perennials, Grasses, Others*

COMMON NAME	BOTANICAL NAME	SIZE
Bigleaf Sandwort	<i>Arenaria macrophylla</i>	1 gal.
Boston Ivy	<i>Parthenocissu tricuspidata</i>	1 gal.
Broadpetal Strawberry	<i>Fragaria virginiana</i>	1 gal.
Clematis	<i>Clematis Varieties</i>	2 gal.
Climbing Hydrangea	<i>Hydrangea anomala</i>	2 gal.
Common Rush	<i>Juncus effusus</i>	1 gal.
Creeping Spike-rush	<i>Eleocharis palustris</i>	1 gal.
Deer Fern	<i>Blechnum spicant</i>	1 gal.
Dewey's Sedge	<i>Carex deweyana</i>	1 gal.
Fairy Slipper	<i>Calypso bulbosa (Orchid)</i>	1 gal.
Honeysuckle	<i>Lonicera sempervirens</i>	2 gal.
Lady Fern	<i>Athyrium filix-femina</i>	1 gal.
Large-leaved Lupine	<i>Lupinus polyphyllus</i>	1 gal.
Licorice Fern	<i>Polypodium glycyrrhiza</i>	1 gal.
Maidenhair Fern	<i>Adiantum pedatum</i>	1 gal.
Miner's Lettuce	<i>Montia perfoliata</i>	1 gal.
Oregon Iris	<i>Iris tenax</i>	1 gal.
Pacific Bleedingheart	<i>Dicentra formosa</i>	1 gal.
Prarie Lupine	<i>Lupinus lepidus</i>	1 gal.
Red Columbine	<i>Aquilegia formosa</i>	1 gal.
Red Fescue-grass	<i>Festuca rubra v. rubra</i>	1 gal.
Slough Sedge	<i>Carex Obnupta</i>	1 gal.
Star Jasmine	<i>Trachelospermum jasminoides</i>	2 gal.
Sword Fern	<i>Polystichum munitum</i>	1 gal.
Twinflower	<i>Linnaea borealis</i>	1 gal.
Two-color Lupine	<i>Lupinus bicolor</i>	1 gal.
Virginia Creeper	<i>Parthenocissus quinquefolia</i>	1 gal.
Western Fescue-grass	<i>Festuca occidentalis</i>	1 gal.
White Inside-out Flower	<i>Vancouveria hexandra</i>	1 gal.



## Shrubs

COMMON NAME	BOTANICAL NAME	SIZE
Alaska Blue Willow	Salix purpurea	5 gal.
Azaleas	Azalea Varieties	1 gal.
Baldhip Rose	Rosa gymnocarpa	5 gal.
Big Huckleberry	Vaccinium membranaceum	5 gal.
Blue Elderberry	Sambucus cerulea	5 gal.
Camellia -varieties	Camellia sasanqua	5 gal.
Common Chokecherry	Prunus virginiana	5 gal.
Common Strawberry	Symphoricarpos albus	5 gal.
Creeping Mahonia	Mahonia repens	1 gal.
Douglas Spiraea	Spiraea douglasii	5 gal.
Dwarf Arctic Blue Willow	Salix purpurea 'Nana'	2 gal.
European Cranberry Bush	Viburnum opulus	5 gal.
Evergreen Huckleberry	Vaccinium ovatum	5 gal.
Flowering Quince	Chaenomeles	2 gal.
Forsythia	Forsythia suspensa	5 gal.
Glossy Abelia	Abelia grandiflora, var.	5 gal.
Hazelnut	Corylus cornuta californica	5 gal.
Heavenly Bamboo	Nandina domestica 'Nana'	2 gal.
Huckleberry	Vaccinium ovatum	5 gal.
Japanese Barberry	Berberis thunbergii, var.	2 gal.
Japanese Snowball	Viburnum plicatum plicatum	5 gal.
Lily of the Valley Shrub	Pieris japonica	18"-24"
Mockorange	Philadelphus lewisii	5 gal.
Mountain Laurel	Kalmia latifolia	5 gal.
Mountain Pieris	Pieris floribunda	18"-24"
Multiflora Rose	Rosa multiflora	3 gal.
Ocean Spray	Holodiscus discolor	5 gal.
Oregon Grape	Mahonia aquifolium	3 gal.
Oregon Tea-Tree	Ceanothus sanguineus	5 gal.
Pacific Ninebark	Physocarpus capitatus	5 gal.
Pacific Wax Myrtle	Myrica californica	5 gal.
Portugal Laurel	Prunus laurocerasus 'Otto Luyken'	3 gal.
Pussy Willow	Salix discolor	5 gal.
Red Currant	Ribes sanguineum	5 gal.
Red Elderberry	Sambucus racemosa	5 gal.
Red Flowering Currant	Ribes sanguineum	3 gal.
Red Huckleberry	Vaccinium parvifolium	5 gal.
Red Twig Dogwood	Cornus stolonifera	2 gal.
Rhododendrons	Rhododendron Varieties	15"-24"
Rose	Shrub Rose	3 gal.
Salal	Gaultheria shallon	2 gal.
Salmonberry	Rubus spectabilis	5 gal.
Sarcococca	Sarcococca ruscifolia	2 gal.
Snowberry	Symphoricarpos albus	3 gal.
Spiraea	Spiraea Varieties	2 gal.
Staghorn Sumac	Rhus typhina	5 gal.
Sticky Currant	Ribes viscosissimum	5 gal.
Thimbleberry	Rubus parviflorus	5 gal.
Viburnum	Viburnum davidii	3 gal.
Western Rhododendron	Rhododendron macrophyllum	5 gal.
Western Strawberry	Amelanchier alnifolia	5 gal.
Zabel Laurel	Prunus laurocerasus 'Zabeliana'	2 gal.

## Trees

COMMON NAME	BOTANICAL NAME	SIZE
Austrian Pine	<i>Pinus nigra</i>	6'-7'
Big Leaf Maple	<i>Acer macrophyllum</i>	1" cal.
Bitter Chokeberry	<i>Prunus emarginata</i>	1" cal.
Canyon Live Oak	<i>Quercus Chrysolepis</i>	1" cal.
Coast Pine	<i>Pinus contorta</i>	6'-7'
Douglas Fir	<i>Pseudotsuga menziesii</i>	6'-7'
Douglas Hawthorne	<i>Crataegus douglasii</i>	1" cal.
Flowering Cherry	<i>Prunus Yedoensis 'Akebono'</i>	1-1/2" cal.
Flowering Cherry	<i>Prunus serrulata 'Shirofugen'</i>	1-1/2" cal.
Flowering Cherry	<i>Prunus yedoensis</i>	1-1/2" cal.
Flowering Dogwood	<i>Cornus florida</i>	6'-7'
Flowering Pear	<i>Pyrus calleryana 'Chanticleer'</i>	1" cal.
Incense Cedar	<i>Calocedrus decurrens</i>	6'-7'
Japanese Maple	<i>Acer palmatum</i>	6'-7'
Kousa Dogwood	<i>Cornus kousa</i>	6'-7'
Oregon Ash	<i>Fraxinus latifolia</i>	1" cal.
Oregon White Oak	<i>Quercus 'rubra'</i>	1" cal.
Pacific Dogwood	<i>Cornus nuttallii</i>	6'-7'
Raywood Ash	<i>Fraxinus Ornus 'Raywood'</i>	1-1/2" cal.
Raywood Ash	<i>Fraxinus oxycarpa 'Raywood'</i>	1" cal.
Red Alder	<i>Alnus rubra</i>	10'-12'
Red Maple	<i>Acer rubrum</i> varieties	1-1/2" cal.
Red Oak	<i>Quercus Rubra</i>	2" cal.
Scarlet Oak	<i>Quercus Coccinea</i>	2" cal.
Scouler Willow	<i>Salix scouleriana</i>	1" cal.
Sitka Willow	<i>Salix sitchensis</i>	1" cal.
Snowdrift Crabapple	<i>Malus 'Snowdrift'</i>	1" cal.
Sweetgum	<i>Liquidambar styraciflua</i>	1-1/2" cal.
Vine Maple	<i>Acer circinatum</i>	8'-10'
Western Hemlock	<i>Tsuga Heterophylla</i>	6'-7'
Western Red Cedar	<i>Thuja plicata</i>	6'-7'

## Appendix D: Fishing and Boating Permit Policy

Adopted 2007, Rev. 10/17

As established by the City of Keizer at the time of the Inland Shores Development approval, Staats Lake and the surrounding lake-path are private property and are not open to the public. The Inland Shores Associations have established that the lake and the lake-path are for the sole use of Inland Shores property owners and their tenants and guests. This Fishing and Boating Permit Policy (which applies to all fishing and watercraft activity) was created to:

- keep the risk and liability of injury and death to a minimum
- maintain the private nature of the Inland Shores community
- insure that lake rules are followed
- maintain cordial and pleasant interaction among lake users
- guide the Police when it is necessary for them to address an issue

Inland Shores property owners may obtain a Fishing and Boating Permit from Mike Johnson, 503-999-2517 (this will require photo ID and evidence of being an owner at Inland Shores). Owners may loan their Permit to their tenants or guests, but they are responsible for the permit. In the case of a private residence, the property owner may receive one Permit. Multiple people from one property may fish and boat together with one Permit. In the case of a commercial business, two Permits may be obtained for use by their guests. Being a "guest" of either a private residence or a commercial business is defined as anyone who has seen their host on the day of Permit use, who has the host's permission to use the property, and who borrows the Permit for that day's use only -- the Permit is to be received and returned on the same day.

By using the Permit, users agree that:

- they will **WEAR THE PERMIT AROUND THEIR NECK** and keep it clearly visible while fishing or boating
- if asked, they will identify from which Inland Shores property the Permit was obtained
- fishing is catch-and-release only, which means flies and lures only -- **NO BAIT**
- boat access to the water is limited to the four paved access locations (NE, NW, and SW corners and middle-south shore)
- with the exception of small electric motors, no powered watercraft may be operated on the lake
- no watercraft exceeding 18 feet in length is permitted on the lake
- watercraft may not be anchored or moored on the lake unattended or between sunset and sunrise
- life preservers shall be used to the extent required by Oregon Law

The Fishing and Boating Permits are color-coded, dated, numbered, and redesigned/reissued periodically. Fishers and boaters who do not display a Permit may be asked if they have a Permit and/or if they are an owner, a resident, or a guest. They should answer cordially and honestly. If they do not have a Permit but they are authorized to be at Inland Shores they will be informed that instructions for obtaining a Permit are posted in the two lakeside kiosks (NE and SW corners) and on the Homeowners Association website ([www.inlandshoreshomes.org](http://www.inlandshoreshomes.org)). If they admit to being unauthorized to be on the property they will be politely asked to leave. If they refuse to leave, they are trespassing and the Keizer Police have agreed to address the situation from that point forward. The Police may be called at 503-390-3713.

Owners and residents who choose repeatedly to not follow this Fishing and Boating Permit Policy may be subject to infraction procedures.