

WEBB LAKE ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

(Supplemental Document to the Webb Lake CC&R's)

May 31, 2011

Exhibit A 3

About the Webb Lake Community

Silverton, Oregon is a small community nestled in the foothills of the Oregon Cascade Mountains. With its small town ambiance, it boasts of a world-class botanical garden, Oregon's largest State Park, a state-of-the-art medical center, a thriving arts community, an excellent school system, and a historic downtown district with many unique shops, galleries and restaurants.

At the North end of town is Webb Lake, a 17-achre fresh-water lake that during the early years of the last century was a thriving center of Oregon's timber industry. Gone are the days of pioneer loggers and today we enjoy a beautiful, tranquil setting of nature and wildlife. Webb Lake homes are built in a distinctive, historical area with wonderful people and great family living.

Function of the Architectural Review Committee (ARC)

As stated in Section 11.1 of the CC&R's, the ARC shall be responsible for implementation, interpretation, and enforcement of the Architectural Rules and Guidelines.

Contacts

Webb Lake HOA Website: www.webblakehoa.com

Webb Lake Board: webblakeboard@yahoo.com

City of Silverton Associate Planner (City codes): Phone: 503-874-2214

Architectural Rules and Guidelines

Submittals

Plan Submissions – Please use the **Plan Submission Form** located at the back of this manual.

Add – Remove – Change Submissions – Please use the **Add – Remove – Change (A.R.C.) Form** located at the back of this manual.

Design Considerations

Drainage – The existing drainage on each lot is to be carefully considered when sitting an improvement or change on your property. The natural drainage pattern should be preserved. This will be a consideration when landscaping.

Marion County & City of Silverton Requirements – Marion County and the city of Silverton have building codes and rules that take precedence. Please check with the county and/or city as to what is required and permitted when making additions or changes to or on your property.

Architectural Rules

Accessory Buildings – Structures such as dog houses and/or runs, tool sheds, etc., are not approved in front yards. These structures are permitted in back yards and side yards as long as they meet city and county codes and the area is fenced. Check with the city planner for city height restrictions. Visible structures must be constructed of wood and painted house colors.

Antennas – A total of three (3) antennas or any other electronic device is permitted to be installed on your property in the side or back yard. Ham radio and CB (Citizen Band) antennas are not allowed.

Clotheslines – Permanent exterior clotheslines, clothes racks, etc., must be located in fenced backyards and out of view from neighboring properties and roadways.

RV Pads and Extensions – Refer to CC&R's parking rule 4.11, which states "Homeowners must provide improved parking areas of asphalt, concrete, or gravel pads."

Paint Scheme Colors and Duplication – Exterior paint colors and scheme suggestions are available in a guideline notebook. The guideline notebook is available for checkout from the ARC Chair Person. Color duplications with direct neighbors are prohibited.

The range of approved colors will be maintained in the color guideline notebook. These colors will be available to assist you in selecting colors within the approved range.

Excavation – All excavation shall be done so as to create a minimal disturbance to the property. All dirt and debris as a result of excavation shall be removed from the site in a timely manner. Downed material must be removed at the same time.

Exterior Lighting – All exterior lighting is permitted from the fixtures that are present on the house when purchased. Plans shall be submitted before installation of further lighting. Exterior lighting must be indirect and the light source must not be a distraction to neighbors with overly bright or physically noise producing lights.

Fencing / Screening – Fences are permitted in back and side yards. A fence is defined as a structural barrier which separates one space from another to define property boundaries or which is constructed for ornamental purposes. The height of a fence is not to exceed six (6) feet. Fences are to be wood or vinyl and wood is to be left natural, stained, or treated. Paint is not allowed. Vinyl is to be white, tan, or brown.

Garages / Carports – Additional garages and/or garages which are home additions or renovations on properties are allowed. Carports and other garages that do not meet the Associations architectural approval are prohibited.

Garbage Cans – All garbage, recycle, and yard debris containers are to be kept on the side or back of yards.

Hours of Construction Operation – Hours of construction operation shall be limited to 7 A.M. to 7 P.M., on any day from the months of October through May. Hours of construction operation shall be limited to 7 A.M. to 9 P.M., on any day from the months of June through September.

Newspaper Holders – Newspaper holders are prohibited.

Parking – Refer to the CC&R's parking rule 4.11 which states that "no parking on any street shall be allowed of any horse trailer, travel trailer, commercial 18-wheel tractor, boat trailer, camper, or incapacitate motor vehicle. Boats, trailers, buses, motor homes, commercial vehicles, trucks larger than one ton, recreational vehicles, disabled vehicles or other similar vehicles shall not be parked or stored on any lot in a position whereby said vehicle will be visible from the street. No unit shall exceed 25 feet in length. Overnight parking of trucks and trailers is permitted for the purpose of off-loading deliveries or moving household goods." The alleyways in our neighborhood are No Parking Fire Lanes.

Signage – No signs are permitted in common areas. These areas would include the entrance to Webb Lake Estates and the berm. One sign identifying the contractor or advertising a sale is permitted. The sign shall be maintained in an upright position and be in good repair. No signs are permitted in windows or yards for business purposes. Political signs are permitted until the elections are completed. Then they shall be removed. Flags and banners are permitted. Garage sale signs are permitted for a maximum of two (2) weeks.

Renewable Energy Systems – Renewable energy systems such as a solar heat system are permitted but are to meet city code.

Utilities – Refer to CC&R's rule 4.15, which states "no above ground utilities, pipes or wires shall be used to connect improvements with supplying facilities."

Wells / Independent Water Systems – All wells and other independent water systems are prohibited.

Landscaping Policies

Landscape Plans – Refer to CC&R's rule 4.6, which states "all disruption of natural landscape must be repaired within 90 days of occupancy. During the winter, a 50-day extension may be granted upon application to the ARC. On unimproved lots, areas that have been disturbed and are highly visible or that constitute a dust problem may require corrective action as determined by the ARC."

Ongoing improvements to, and maintenance of existing landscaping for individual residences, within Webb Lake is greatly encouraged.

In general, an architectural review application is not required for minor landscape improvements such as foundation plantings and single specimen plantings. Any alteration, including re-grading, which changes the existing flow of water, must not detrimentally affect neighboring properties or common areas. Plant materials should be appropriate in character, habit, species, size (both installed and mature size), number and arrangement for their purpose and environment. Stone or brick, whether used as accent elements, ground cover, paving material, walls, bed edging or "dry creeks", should be chosen so that its color, size, and installation complement the architecture of the house, its natural environment, and the associated plant material.

The following are major landscaping improvements that are **not** permitted and require an approved application from the ARC committee prior to installation:

- Arborvitaes
- Installation of any other plantings intended to form a hedge or natural screen, which will attain a height of more than two (2) feet.
- Installation of railroad ties, garden timbers, dry-stacked or mortar-set stone, or similar structures which will form a wall over 12 inches high and more than eight (8) feet long.
- Vegetable gardens while allowed must be located to the side or behind the house totally within the property boundaries. They shall be located so as to minimize their visibility from neighboring properties and streets.

Lawns – Refer to the CC&R’s nuisance rule 4.9 which states that “boundary fences, wall, or hedges shall be kept in good condition and repair. Lawns shall be cut sufficiently and maintained year round so that they do not become eyesores and detrimental to the values of other properties. Trees and shrubs that encroach on any other lot shall be trimmed and pruned if it is a nuisance to neighbors.” Reasonably cared for lawns is required with watering, weeding, mowing, and

fertilizing on a regular basis. All landscaped areas shall be maintained in live, healthy, and growing condition. Any planting of grass, shrubs, or trees which die or badly damaged, shall be replaced with similar, sound healthy plant materials which shall also be subject to all landscape maintenance rules. Proper maintenance of the lawn and landscaping include, but is not limited to, mowing, edging, string trim, fertilizing, irrigation as well as treatments of herbicide and pesticide, removal of weeds as conditions necessitate.

Outdoor Ornamentation or Statuary – Placing, erecting, constructing, or allowing any permanent unnatural or man-made ornament, sign, statuary, relic, flagpole, machinery, equipment, basketball backboard, game pole and net which are unattached to approved structures is prohibited unless the same is included and made a part of a landscaping plan, submitted, and approved.

“Unnatural” as used in this rule shall mean any object that is not naturally growing upon, indigenous to, or accumulated upon, a home site in its undeveloped state.

Severability (Legal Issues)

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

Non-waiver – Consent by the Architectural Review Committee (ARC) to any matter proposed to it or within its jurisdiction, or failure by the ARC or General Manager, to enforce any violation of these Rules and Regulations, shall not be deemed to constitute a precedent or waiver impairing the committee’s right to withhold approval as to any similar matter thereafter proposed or submitted to it for consent or to enforce any subsequent or similar violation of these Rules and Regulations.

Webb Lake Homeowners Association

Architectural Review Committee

Add – Remove – Change (A.R.C.) Form

Homeowners wanting to make an addition, removal, or change to the Webb Lake Architectural Review Committee Guidelines manual or to the Paint Color Pallet Guidebook are to submit the Add – Remove – Change (A.R.C.) Form to the ARC Committee Chairperson and Board of Directors listed below. Please complete this form for consideration of your request as required by the CC&R's of Webb Lake Estates. Owner(s) shall be sent verification your request has been received. The ARC Committee shall review any request within two (2) weeks for submission to the Webb Lake Board of Directors for their review and subsequent approval or denial. The Board of Directors shall conduct a general meeting on the proposed change.

Owner's Name: _____

Date: _____

Property Street Address: _____

Phone: _____

Notification preference: _____ mail _____ phone _____ email _____

Description of the Addition – Removal – Change:

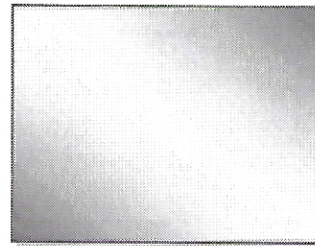
Please submit completed requests to:

Attach Paint Swatch Here:

ARC Committee Chairperson

PO Box 178

Silverton, OR 97381



The below is for ARC and Board of Directors use only

Date Submitted: _____

ARC Member Initials: _____

Signature of ARC Chair: _____ Date: _____ ☐ Approved
☐ Denied

Signature of Board President: _____ Date: _____

Webb Lake Homeowners Association

Architectural Review Committee Plan Submission Form

Homeowners wanting to make an improvement or change to their property are to submit the Plan Submission Form to the ARC member listed below. Please complete the form for consideration of your request as required by the CC&R's of Webb Lake Estates. The ARC Committee shall review all applications within two (2) weeks. Owners shall be notified of the decision in writing within 30 days.

Owner's Name: _____

Date: _____

Property Street Address: _____

Phone: _____

Notification preference: _____ First class mail _____ Hand Deliver _____ E-mail _____

Description of the proposed project:

Required attachments:

1. A site plan showing the location, size, configuration, and layout of any building, structure or improvement including facilities for parking, storage, fences, and major landscaping.
2. Architectural plans and drawings showing the nature, style, and dimensions of any building, structure, fence, wall, barrier, or deck including the exterior material types, colors, and appearance.

Please submit 2 completed requests to:

ARC Committee Chairperson
PO Box 178
Silverton, OR 97381

Webb Lake Homeowners Association
PO Box 178
Silverton, OR 97381

The below is for ARC use only

Date Submitted: _____ ARC Member Initials: _____

☐ Approved ☐ Approved with Conditions ☐ Denied

Signature of ARC Chair: _____ Date: _____

RESOLUTION

Webb Lake Homeowners Association Resolution of the Board of Directors

WHEREAS, the Webb Lake Homeowners Association ("Association") is an Oregon Non-Profit Corporation, Registry No.: 354398-92 and is subject to the Amended Covenants, Conditions and Restrictions for Webb Lake, ("CCRs") recorded on April 17, 2006 in the deed records of Marion County, Reel 2634, beginning page 434 as well as the Bylaws of Webb Lake Homeowners Association ("Bylaws") also recorded in the deed records of Marion County, Reel 2634, beginning page 434, as these documents may be amended and supplemented from time to time; and

WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association wishes to amend and supplement its existing Architectural Guidelines and develop a procedure for administering the Supplemental Webb Lake Architectural Review Committee Guidelines dated May 31, 2011 in its CCRs and Bylaws; and

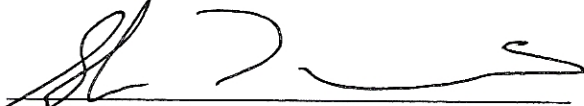
WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association shall notify all property owners in writing of any and all changes to the Supplemental Webb Lake Architectural Review Guidelines dated May 31, 2011 mentioned herein and

WHEREAS, the undersigned directors unanimously approve the adoption of the Supplemental Webb Lake Architectural review Guidelines dated May 31, 2011,

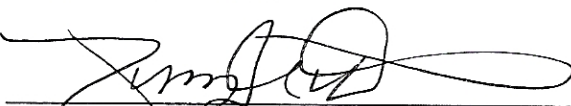
NOW, THEREFORE,

BE IT RESOLVED: THAT THE Board of Directors of the Webb Lake Homeowners Association hereby authorizes the Architectural Review Committee Members to adopt the Supplemental Webb Lake Architectural Review Guidelines attached hereto as Exhibit A.3

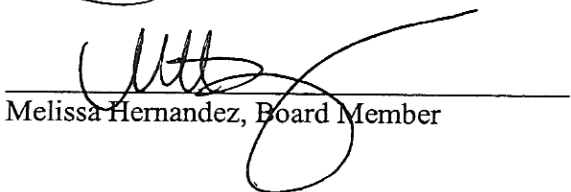
IN WITNESS WHEREOF, the undersigned have hereto set their hands on May 31, 2011



Shean Price, President



Troy Davis, Treasurer



Melissa Hernandez, Board Member

WEBB LAKE ARCHITECTURAL REVIEW COMMITTEE

The ARC met on August 19th and adopted some general guidelines on what plans we are likely to accept or deny on any architecturally related project.

FENCES

1. Properties with a common alley access, fences can be no more than 5 feet high along back alley.
2. No chain link fences will be accepted.
3. Vinyl fences must be white or wood in color.
4. Fences cannot extend beyond front of house.
Descending heights beyond front of home may be approved.
5. Storage shed must be wood and painted same color as house.

LANDSCAPING

1. No fruit trees allowed in front yards.
 2. No arborvitae.
 3. Flowers and shrubs may be added to any existing beds, any major landscaping must be approved by ARC.
- These are only guidelines . Please submit all plans and drawings to the ARC for final approval.

For additional rules and regulations concerning Webb Lake Subdivision please refer to :

AMENDED COVENANTS, CONDITIONS AND RESTRICTIONS FOR WEBB LAKE.

WEBB LAKE HOMEOWNERS ASSOCIATION SCHEDULE OF FINES

All fines are per event/occurrence. In the event a violation is continuing in nature, the fine will renew either daily, weekly, or monthly until the violation is remedied or ceased. One written warning will be issued to owner/renter in person. If owner does not live at property address warning notice will be sent by certified mail. All subsequent notices will be sent certified mail to legal owner before fines will accrue.

GENERAL USE AND MAINTENANCE

#	Item	Fine in \$	Renews
1	Unsanitary appearance of lot visible from exterior.	\$25	Bi-weekly
2	Failure to remove seasonal holiday lighting and decorations more than 35 days after the relevant holiday.	\$25	Bi-weekly
3	Failure to remove garbage cans from curb within 48 hours following the scheduled pick up.	\$5	Daily
4	Failure to obtain prior approval for outdoor items permanently placed on the exterior portions of the unit.	\$50	Monthly
5	Display or use of signs in violation of governing documents.	\$15	Weekly
6	Construction, or alteration or modification of any building or lot without prior Board or Architectural Committee approval.	\$100	Monthly (after certified mail is received of deficiency).
7	Failure to inform the HOA Board of water, fire, heat or any other damage to common property within 12 hours of occurrence plus cost of repairs.	\$150	Police report must be filed for insurance claim and/or damages Per occurrence.

NOISE AND NUISANCE

#	Item	Fine in \$	Renews
8	Noise violations,	Call Police	NA
9	Non-noise violations, including intimidation or threats.	Call Police	NA
10	Other offensive or unlawful activities.	Call Police	NA

PARKING

#	Item	Fine in \$	Renews
11	Parking of a vehicle or trailer in violation of Governing Documents Rules or Regulations.	Notify Police	NA
12	Parking of a vehicle, trailer or objects that extends into or on the street and/or obstructs access to private roads, public roads or driveways.	Notify Police	NA
13	Parking of a vehicle (or trailer) in a state or disrepair, or without current license plates or registration.	Notify Police	NA
14	All other parking violations.	Notify Police	NA

PETS

#	Item	Fine in \$	Renews
15	Animals unattended; animals off leash or tether.	Notify Police/ Animal control	NA
16	Failure to pick up animal waste.	\$25	Per occurrence
17	Keeping animals in excess of a reasonable number of permitted pets; keeping prohibited animals on lot in violation of Governing Documents.	\$100 weekly	NOTE - Animal control must be notified, report filed & complaint number or officer's name given to ARC and Board of Directors).
18	Other violations of pet covenants and rules.	\$50	Weekly

TRASH

#	Item	Fine in \$	Renews
19	Using lot or common property as a dumping ground	Call City Codes Enforcement or Police	NA
20	Garbage, trash or other waste not in proper container or otherwise stored improperly.	\$100	NA

RENTAL

#	Item	Fine in \$	Renews
21	Failure to provide the Board of Directors with an updated Resident and Owner Information Form.	Refer to CC&R's	NA
22	Use of lot for non-residential purposes.	\$100	Monthly

RESOLUTION

Webb Lake Homeowners Association Resolution of the Board of Directors

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WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association wishes to amend and supplement its existing Architectural Guidelines and develop a procedure for administering the Webb Lake Homeowners Association Schedule of Fines dated May 31, 2011 in its CCRs and Bylaws; and


WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association shall notify all property owners in writing of any and all changes to the Webb Lake Homeowners Association Schedule of Fines dated May 31, 2011 mentioned herein and

WHEREAS, the undersigned directors unanimously approve the adoption of the Webb Lake Homeowners Association Schedule of Fines dated May 31, 2011,

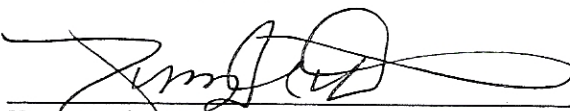
NOW, THEREFORE,

BE IT RESOLVED: THAT THE Board of Directors of the Webb Lake Homeowners Association hereby authorizes the Architectural Review Committee Members to adopt the Webb Lake Homeowners Association Schedule of Fines attached hereto as Exhibit A.4

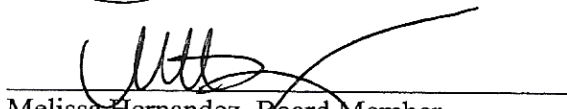
IN WITNESS WHEREOF, the undersigned have hereto set their hands on May 31, 2011



Shean Price, President



Troy Davis, Treasurer



Melissa Hernandez, Board Member

WEBB LAKE HOMEOWNERS ASSOCIATION SCHEDULE OF FINES

All fines are per event/occurrence. In the event a violation is continuing in nature, the fine will renew either daily, weekly or monthly until the violation is remedied or ceased. One written warning will be issued to owner/renter in person. If owner does not live at property address warning notice will be sent by certified mail. All subsequent notices will be sent certified mail to legal owner before fines will accrue.

General Use and Maintenance

	Fine in \$	Renews
1	Unsanitary appearance of lot visible from exterior. 25	Bi-weekly
2	Failure to remove seasonal holiday lighting and decorations more than 35 days after the relevant holiday. 25	Bi-Weekly
3	Failure to remove garbage cans from curb within 48 hours following the scheduled pick up. 5	Daily
4	Failure to obtain prior approval for outdoor items permanently placed on the exterior portions of the unit. 50	Monthly
5	Display or use of signs in violation of governing documents. 15	Weekly
6	Construction, or alteration or modification of any building or lot without prior Board or Architectural Committee approval. 100	Monthly (after certified mail is received of deficiency)
7	Failure to inform the HOA Board of water, fire, heat or any other damage to common property within 12 hours of occurrence plus cost of repairs 150	Police report must be filed for insurance claim and/or damages Per occurrence

Noise and Nuisance

8	Noise Violations.	Call Police	N/A
9	Non-noise violations, including intimidation or threats.	Call Police	N/A
10	Other offensive or unlawful activities.	Call Police	N/A

Parking

11	Parking of a vehicle or trailer in violation of Governing Documents Rules or Regulations.	Notify Police	N/A
12	Parking of a vehicle, trailer or objects that extends into or on the street and/or obstructs access to private roads, public roads or driveways	Notify Police	N/A
13	Parking of a vehicle (or trailer) in a state of disrepair, or without current license plates or registration.	Notify Police	N/A
14	All other parking violations.	Notify Police	N/A

Pets

15	Animals unattended; animals off leash or tether.	Notify control	Police/Animal	N/A
16	Failure to pick up animal waste.	25		Per occurrence
17	Keeping animals in excess of a reasonable number of permitted pets; keeping prohibited animals on lot in violation of Governing Documents.	100 Weekly		NOTE: Animal control must be notified, report filed & complaint number or officer's name given to ARC and Board of Directors.)
18	Other violations of pet covenants and rules.	50		Weekly

Trash

19	Using lot or common property as a dumping ground.	Call City Codes Enforcement or Police	N/A
20	Garbage, trash or other waste not in proper container or otherwise stored improperly.	100	N/A

RENTALS

21	Failure to provide the Board of Directors with an updated Resident and Owner Information Form.	Refer to CC&R's	N/A
22	Use of lot for non-residential purposes.	100	Monthly

RESOLUTION

Webb Lake Homeowners Association Resolution of the Board of Directors

WHEREAS, the Webb Lake Homeowners Association ("Association") is an Oregon Non-Profit Corporation, Registry No.: 354398-92 and is subject to the Amended Covenants, Conditions and Restrictions for Webb Lake, ("CCRs") recorded on April 17, 2006 in the deed records of Marion County, Reel 2634, beginning page 434 as well as the Bylaws of Webb Lake Homeowners Association ("Bylaws") also recorded in the deed records of Marion County, Reel 2634, beginning page 434, as these documents may be amended and supplemented from time to time; and

WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association wishes to amend and supplement its existing Architectural Guidelines and develop a procedure for administering the Webb Lake Homeowners Association Violations Form dated May 31, 2011 in its CCRs and Bylaws; and

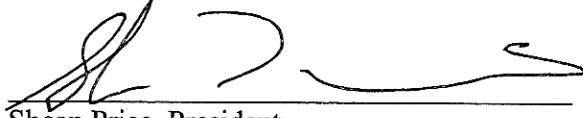
WHEREAS, the undersigned Board of Directors of the Webb Lake Homeowners Association shall notify all property owners in writing of any and all changes to the Webb Lake Homeowners Association Violations Form dated May 31, 2011 mentioned herein and

WHEREAS, the undersigned directors unanimously approve the adoption of the Webb Lake Homeowners Association Violations Form dated May 31, 2011,

NOW, THEREFORE,

BE IT RESOLVED: THAT THE Board of Directors of the Webb Lake Homeowners Association hereby authorizes the Architectural Review Committee Members to adopt the Webb Lake Homeowners Association Violations Form attached hereto as Exhibit A.5

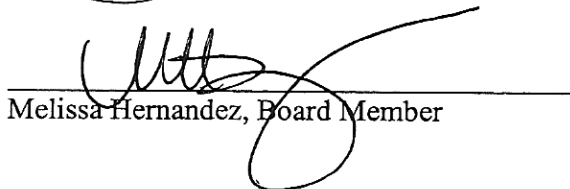
IN WITNESS WHEREOF, the undersigned have hereto set their hands on May 31, 2011



Shean Price, President



Troy Davis, Treasurer



Melissa Hernandez, Board Member

Webb Lake Homeowners Association
Violation Form
 Exhibit A.5

Please Provide your contact information (name, phone, address and email address) when using this form. The Webb Lake Homeowners Association pledges to protect your privacy and does not give out your information. We will be able to provide you updates about what is being done to address your concerns and to help improve the Webb Lake Community.

Your information

Name: _____

Address: _____

Email address: _____

Contact phone number: _____

Do you wish to be contacted? _____ Yes _____ No

Violation Information

Street address: _____

*Description (s) of Violation(s):

*Who, what, where and when. If alleged violation(s) are animal related, please describe animal(s) use reverse side if needed

Below is for ARC and Board of Directors use only

Date Submitted: _____ Date Investigated: _____

Person(s) investigating complaint(s): _____ Warning Notice: _____ Finable Action: _____ Amount\$ _____

Report written by: _____ (please attach supporting documentation, police or county animal control report/number

Follow-up performed on: _____ Performed by: _____

Submitted to Board of Directors on: _____

BOARD ONLY: Action taken: _____ **Amount \$** _____

Property Owner notified by Certified Mail (if fine assessed) mail # _____

Date: _____ **Follow-up of correspondence and/or any legal action is taken:** _____ yes _____ no

Attach all documentation