



Architectural Design Guidelines

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1.0 FOREWARD

These Design Guidelines have been created to ensure all Improvements at Westgate are designed and constructed to complement the surrounding natural beauty of the land. These Design Guidelines are to be used by all Owners, their Design Professionals, and their Builders to guide the design and construction of all Structures and landscapes. The Architectural Review Committee (ARC) will administer and enforce these guidelines in accordance with procedures outlined in this document as well as the Declaration of Covenants, Conditions, Restrictions and Easements for Westgate (CC&Rs), the Wildfire Protection Management Plan (WPMP), and the Wildlife Habitat Management Plan (WHMP), and the Rules and Regulations. It is the responsibility of each Owner to review a copy of the most recent version of these Design Guidelines, as they may change over time, and understand them prior to submitting plans to the ARC for review. All of these documents can be found on the Westgate website, www.westgatebend.com.

2.0 GOVERNING DOCUMENTS

All development and construction shall conform to the following governing documents. In cases of conflicting requirements, the more restrictive shall be followed.

- A. The version of these Design Guidelines in effect at the date of the Owner's schematic design submittal (or the date of the Owner's remodel, alteration, or addition submittal);
- B. The most current versions of the Wildfire Protection Management Plan (WPMP) and Wildlife Habitat Management Plan (WHMP);
- C. Declaration of Covenants, Conditions, Restrictions and Easements, for Westgate (CC&Rs);
- D. All applicable Deschutes County ordinances, regulations, overlay zones, codes and land use decisions;
- E. Applicable local, state and federal codes and regulations.

3.0 WESTGATE DESIGN PHILOSOPHY AND SETTING

While there is not a particular architectural theme for Structures on Homesites in Westgate, there are quality standards to be met and design guidelines to follow in order for the community to sustain its beauty and fire resiliency. The natural setting should encourage design appropriate for the region and each individual Homesite. Structures and landscaping shall be designed with significant consideration of each Homesite's unique characteristics and fire defensibility.

Westgate was designed to respect the land and offer ample opportunity for the residents to enjoy the surrounding landscape. With only 85 Homesites on 307 acres, over 49 acres of the community has been left as permanent open space of forested and high desert landscape. Located in the Deschutes County Westside Transect Zone (WTZ), Westgate is in an area of transition between unoccupied land and human development. The developers (Declarant) of Westgate proactively embraced developing a community that adopted fire resilient and defensible practices from the ground up. Defensible landscape zones and fire resistant building materials contribute to maximizing the fire resiliency of the neighborhood.

3.1 NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) STANDARDS 1141 and 1144

NFPA standards are practices and guidelines developed and approved by the American National Standards Institute. Westgate has committed to adhering to NFPA Standards 1141 (2012 Edition) and 1144 (2013 Edition) that are applicable to residential land development (1141) and the construction of Improvements on Homesites (1144) with limited exceptions. These standards present basic criteria for fire agencies, land use planners, architects, developers, and local governments planning development in areas that may be threatened by wildfire. The standards, when used as part of a collaborative approach with Firewise Communities USA, will help protect the lives of both residents and fire fighters in the event of a wildfire, and second, reduce the risk of wildfire spread in the neighborhood. Deschutes County's land use approval for Westgate has incorporated the applicable standards from NFPA 1144 (*Standards for Reducing Structure Ignition Hazards from Wildland Fire*) and NFPA 1141 (*Standard for Fire Protection Infrastructure for Land Development in Wildland, Rural, and Suburban Areas*) for the construction of residential structures. These standards are intended to enhance the defensible space and provide direction to Design Professionals and Builders on construction methods to make Improvements more wildfire resistant. In a commitment to aid Deschutes County in becoming a Fire Adapted Community, Declarant has designed a neighborhood with fire prevention as a priority.

The applicable standards from NFPA 1144 and 1141 have been incorporated throughout these Design Guidelines and included as an appendix. Many of the building standards will be met by complying with the Oregon Building Code. However, Owners and Design Professionals should refer to Appendix D for the complete list of applicable NFPA Standards. In cases of conflicts among the applicable NFPA standards and any local building code, the more stringent fire protection requirements shall be utilized as determined by the ARC.

3.2 WILDFIRE PROTECTION MANAGEMENT PLAN

Fire prevention and protection are priorities at Westgate. The Westgate Homeowners' Association (Association) is committed to being a fire resistant neighborhood and a Firewise/USA Community (see www.firewise.org). Wildfire mitigation disciplines will be used by Owners to manage combustible vegetation on their respective Homesite and fire resistant building materials will be used in the construction of Structures to reduce the threat and intensity of damage to personal property and the adjacent forest caused by wildfire. The Association will manage the No-Build Zone (shown on Exhibit A) utilizing the same wildfire mitigation disciplines.

Owners are required to adhere to The Westgate Wildfire Protection Management Plan (WPMP) and follow specific planning and design considerations. The WPMP will be adhered to by all Owners and enforced by the Association, Deschutes County and the local fire department. The applicable standards from the WPMP have been incorporated throughout these Design Guidelines and included as Appendix E.

3.3 WILDLIFE HABITAT MANAGEMENT PLAN

The western 49 acres of Westgate are designated as a Conservation Area and two Natural Areas (shown on Exhibit A) and will be kept in substantially a natural state to provide for the protection and enhancement of wildlife habitat. The Conservation Area and Natural Areas will be administered by the Association and no activities are permitted in the Conservation Area or Natural Areas other than those that are undertaken on behalf of the Association for the protection and enhancement of wildlife habitat. As part of Deschutes County's land use process for Westgate, a Wildlife Habitat Management Plan (WHMP) was developed and adopted as part of the approval. This plan will be adhered to by all Owners and visitors and managed and enforced by the Association and Deschutes County. The applicable standards from the WHMP have been incorporated throughout these Design Guidelines and included as Appendix F.

4.0 WESTGATE DESIGN REVIEW PROCESS

All Improvements planned for a Homesite require prior approval from The Westgate ARC. Approvals or denials are based on the ARC's review of an Owner's plans depicting the design of the proposed structures and landscape improvements. Below is an outline of the steps required in the Westgate design review process.

4.1 SELECT A DESIGN PROFESSIONAL

All Design Professionals must be approved by the ARC through an application process (see Appendix G for the Design Professional Application). It is essential that your Design Professional read and become familiar with these Design Guidelines and CC&Rs to make the design review process as efficient as possible.

A Landscape Professional is required to be a part of your design team to prepare the Landscape Plan, as the landscape requirements include three different landscape zones surrounding the Structures on a Homesite. The landscape plan depicting these zones is of utmost importance to the overall approval of the submittal.

The ARC requires a topographical survey to be prepared by a licensed land surveyor and a grading and drainage plan prepared by a licensed civil engineer or landscape architect. Additionally, a vicinity map showing surrounding structures, slopes, vegetation,

fuel breaks, and access roads within 300 feet of the Homesite's property lines is required (NFPA 1144 section 5.1.2.2). The Declarant has mapping of slopes and built structures available to assist Owners upon request.

4.2 SELECT A BUILDER

Owners shall select a licensed building contractor to construct Improvements on a Homesite. The selected Builder must be approved by the ARC through an application process prior to your construction start (see Appendix H for the Builder Application). Owners may apply to the ARC to act as the Builder, but also must be approved by the ARC. It is essential that the Builder be familiar with these Design Guidelines and construction practices and requirements of building in Central Oregon.

4.3 SITE VISIT and PRE-DESIGN MEETING

Once the Design Professional has been selected and approved by the ARC, a site visit with the Owner, the Owner's design team, and ARC is required prior to a schematic design submittal. This on-site meeting provides an opportunity to review the physical attributes of the Homesite (including setbacks, trees, views, and rock outcroppings), the conceptual design for the Improvements (including driveway location, construction area and parking plans), and to address any questions about the Design Guidelines and review process. This informal meeting is intended to offer guidance prior to initiating any significant design work.

The site visit and pre-design meeting can save time, effort and resources by identifying potential opportunities and conflicts between design ideas and the Design Guidelines.

See Appendix J for the Site Visit and Pre-Design Meeting application.

4.4 SCHEMATIC DESIGN SUBMITTAL, FEES and DEPOSIT

After the site visit and pre-design meeting, a schematic design (preliminary design) is prepared and submitted to the ARC for review. To ensure that the submittal is complete, see Appendix K for the Schematic Design Submittal Form and Checklist.

A non-refundable ARC Review Fee of \$5,600.00, along with a refundable deposit of \$1 per square foot of total square footage of all Structures is required with the submittal of the schematic design. The non-refundable ARC Review Fee includes the cost of the plan review, reviewing consultants, inspections, and the permanent address marker for each Homesite.

Refer to Appendix K for a complete list of the required submittal materials. Based on the ARC's review, additional submittals may be required.

4.5 FINAL DESIGN SUBMITTAL

Following the approval of the schematic design submittal, a final design is prepared and submitted to the ARC for review. To ensure your final design submittal is complete, see Appendix L for the Final Design Submittal Form and Checklist. The final design, including a site plan, grading plan, elevations and construction details, sample color board, landscape plan and Final Design Submittal Form and Checklist must be submitted. Final design approval is valid for 18 months; if Improvements have not started by then, a new submittal and fees are required.

In addition to architectural drawings, the Final Design Submittal requires a sample color board and a landscape plan. Refer to Appendix L for a complete list of the required submittal materials.

4.6 ARCHITECTURAL REVIEW

The ARC will review submitted plans at its regularly scheduled meetings or at special meetings called by the chair of the committee. Decisions of the ARC will be communicated in writing to the Owner and Design Professional. The ARC will use reasonable efforts to render a decision within 60 days after submission of a complete application and all required fees.

The review process will include a Wildland fire hazard assessment of the planned structures, landscape plan, and surrounding

conditions. The review will be conducted by the qualified fire consultant member of the ARC.

4.7 BUILDING PERMIT

Owners must obtain building and septic permits from Deschutes County, in addition to final approval from the ARC, prior to commencing the construction of any Improvement on the Homesite. Deschutes County may have additional submittal requirements, which must be met before they will issue a Building Permit. Any changes to the site plan, building(s), or landscape improvements required by Deschutes County must be submitted for review and approval by the ARC before they are constructed. Visit www.deschutes.org for current building permit information.

4.8 ON-SITE VISITS

During construction of the Improvements, ARC representatives will visit the site periodically to ensure that construction conforms to the approved plans and construction rules are being followed. It is imperative that Improvements are constructed as approved.

4.9 PROJECT COMPLETION/FINAL INSPECTION

Owners are required to complete all construction and request a final inspection within 24 months of breaking ground. Not completing construction within the required timeframe may result in loss of the ARC refundable deposit, fines or additional fees. A final inspection by the ARC shall be requested by the Owner to initiate an on-site inspection to ensure that the completed Improvements are consistent with the approved plans. The inspection will generate a Home Ignition Zone Structure Assessment, which will be incorporated into the ARC's written decision. See the Home Ignition Zone Structure Assessment Guide in Appendix R. The ARC will provide a follow up letter after the on-site inspection, stating an approval or noting any non-conforming or incomplete items. The Home Ignition Zone Structure Assessment is required on each homesite no less than every 5 (five) years.

If necessary, a period of 60 days (unless otherwise agreed upon) from the final inspection will be allowed for remediation of any non-conforming or incomplete items. After this time period, a second final inspection will occur, and if any remaining non-conforming issues exist, there will be a 30-day period for remediation. After the 30-day period, charges for any remediation and additional site visits will be deducted from the ARC refundable deposit. Ultimately, non-compliant Improvements are subject to the legal remedies provided in the CC&Rs.

The Owner must submit an electronic set of as-built plans to the ARC, in PDF format, on a Compact Disk (CD).

Once an approval of all completed construction is granted, the remaining balance of the ARC refundable deposit will be returned to the Owner. See Appendix M for the Final Inspection Request Form.

4.10 ARC DECISION APPEAL PROCESS

The Association Board of Directors will serve as the Appeal Committee that will hear an appeal of a final ARC decision. Final decisions of the ARC may be appealed up to thirty (30) days after the decision is provided to the Owner. Only the Owner going through the ARC process may appeal an ARC decision. Notwithstanding the foregoing, in the event that an appeal is filed with the ARC during such 30-day period, such appeal shall toll the decision. In that case, the ARC decision shall not be deemed final.

The Owner appealing his/her final ARC decision should submit the appeal in writing along with a \$500.00 appeal fee in the form of a check made out to the Westgate Homeowners Association. The Appeal Committee may, at its sole discretion, refund a portion of or the entire fee based on the circumstances and outcome of the appeals process.

The Appeal Committee shall use reasonable efforts to hear and decide all appeals within thirty (30) days of receipt of the written appeal and appeal fee. The ARC will notify the Owner of the appeal date and the Owner and ARC shall be permitted a reasonable amount of time to present his or her appeal to the Appeal Committee. The Appeal Committee will review and consider comments and information provided by both the ARC and the Owner making the appeal.

All decisions rendered by the Appeal Committee are final.

4.11 DESIGN CHANGES

Any proposed design changes considered during the course of construction that impact the exterior appearance of the approved Structures, or the approved landscape improvements, must be reviewed and approved by the ARC before being constructed. Change requests must be submitted in writing and be complete in order for the ARC to review and provide an approval. Unapproved changes may result in corrective action and/or fines per the Fee and Fine Schedule (Appendix O).

5.0 SITE GUIDELINES

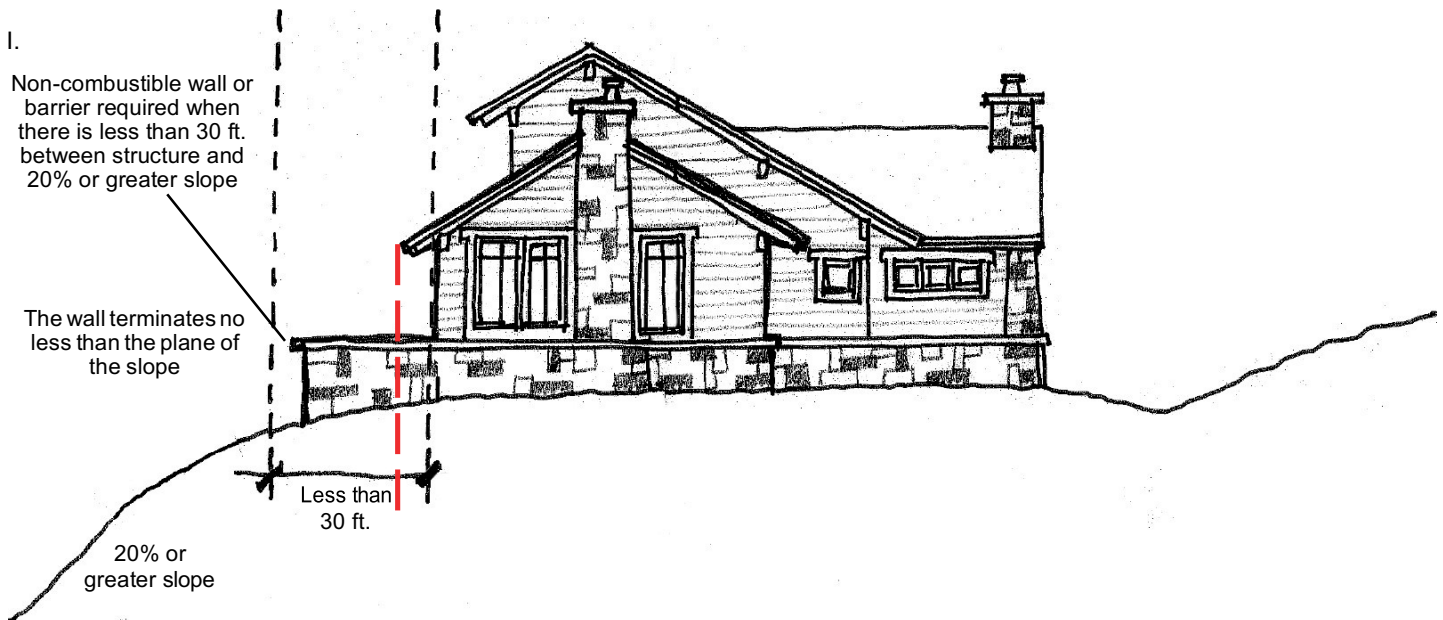
The site guidelines below are intended to help Owners, Design Professionals and Builders in creating a comprehensive design that complements the landscape and natural setting. These guidelines must be followed in the schematic design and final design submittals.

5.1 BUILDING ENVELOPE and SETBACKS

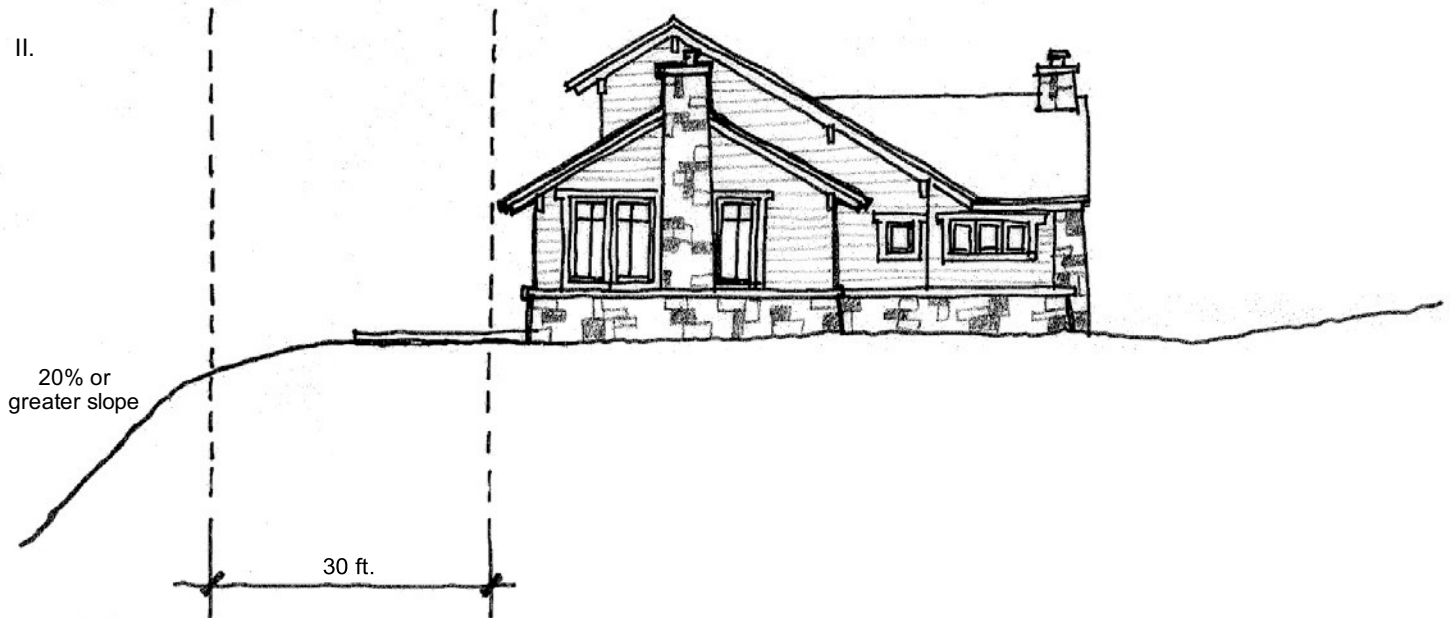
Structures, including the Residence, accessory buildings, garages, roof overhangs, walls and screening structures, decks, porches, and landscaped gardens, must be placed within the Building Envelope (the area within the setbacks). The designated Building Envelope shall be defined by the following setbacks from the Homesite's property lines (but may vary Homesite to Homesite – owners must confirm setbacks on the recorded plat):

- A. Front setback: minimum of 40 feet
- B. Side setbacks: minimum of 30 feet
- C. Rear setback: minimum of 30 feet, except that Homesites 60, 61, 62, 63, 64, 65, 66, and 67 have a 50 foot rear setback, and Homesites that include a No Build Zone have a rear setback equal to the depth of the No Build Zone, **Lots 3-18**.
- ~~D. Special open space setbacks in the Wildlife Area overlay zone applicable to Homesite 37, and Homesites 39-50: property lines adjacent to open space have a minimum setback of 100 feet (See recorded plat)~~
- E. Special rear setbacks from slopes of 20% or greater apply to Homesites 1-4, 5-7, 15-17, 22 and 23: setbacks vary by Homesite and are identified on the recorded plat.

NOTE: The ARC reserves the right to require non-combustible site walls on Homesites where there is no defensible space within 30 feet of a 20% slope and any Structure (see NFPA 1144, 5.1.3.2 and 5.1.3.3). The wall shall terminate no less than the plane of the slope. The exhibits below illustrate this.



II.



Non-combustible walls or barriers not required where structures are located further than 30 ft. back from a vegetated slope of 20% or greater.

- F. All Structures shall be separated from another Structure by at least 30 feet and shall be set back at least 30 feet from a property line. If adjacent Structures are both protected with automatic sprinkler systems meeting NFPA 13, Standard for the Installation of Sprinkler Systems, the separation between the Structures shall be permitted to be reduced to 15 feet.
- G. If an Accessory Building is 400 square feet or less in ground floor area, the separation from the Residence shall be permitted to be reduced to 15 feet, and the accessory building is not required to be protected with an automatic sprinkler system. If located 30 feet or beyond from Residence, automatic sprinklers are not required.

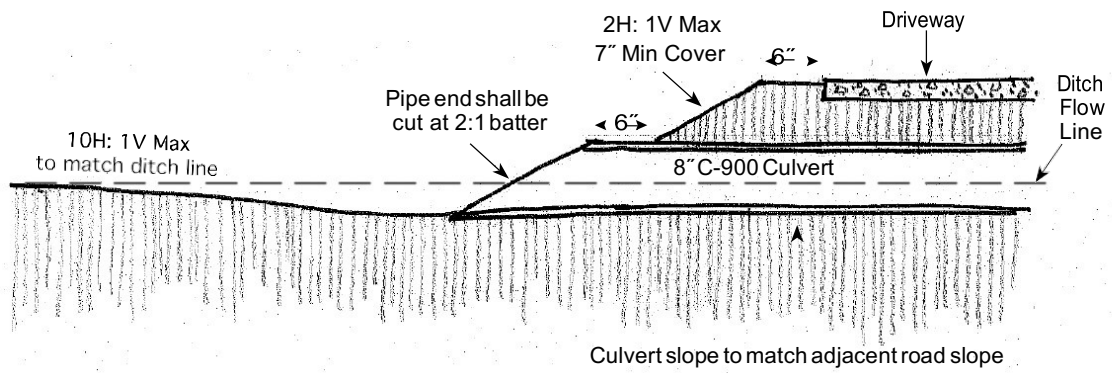
See Section 6.4 of these Design Guidelines for building height restrictions related to rear setbacks.

5.2 DRIVEWAYS

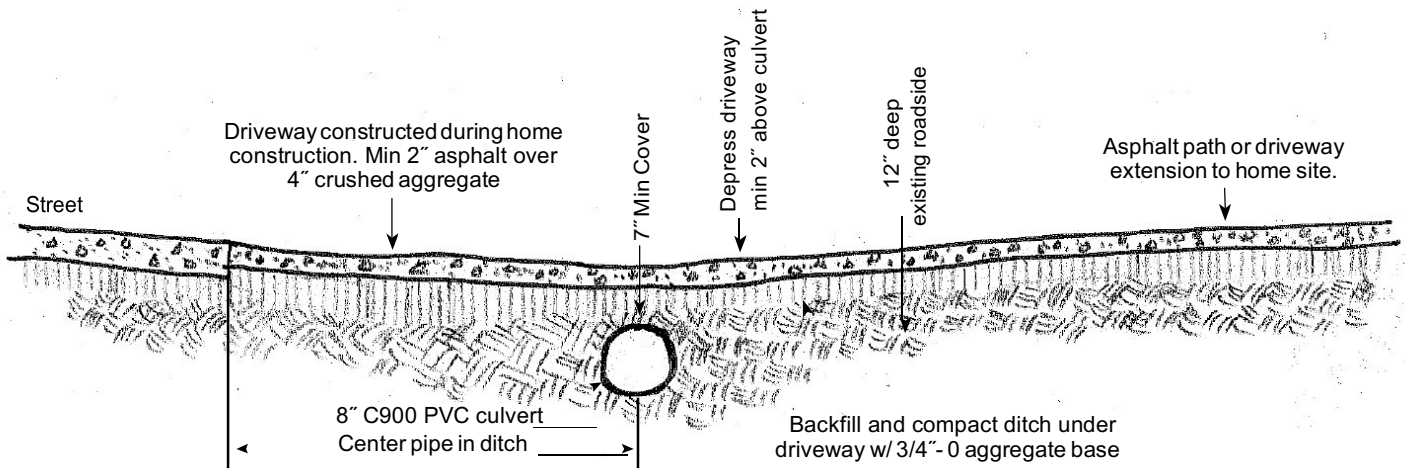
Driveways shall be at least 12 feet wide, and a maximum of 16 feet wide, and have at least 13 ½ feet nominal vertical clearance from Structures or tree limbs maintained over the full width. Allowed driveway surfaces include asphalt, concrete, and concrete pavers. Other hard surface materials will be considered, but must be approved by the ARC. Driveway access width shall not exceed 22 feet at the entry apron. The driveway must then reduce to the allowed maximum width within 20 feet of the property line. Driveways shall not enter side or rear setbacks. However, the ARC may approve minimal encroachment into the setbacks to address site-specific challenges.

Owners are required to install a culvert underneath the driveway at the street frontage for drainage purposes if the driveway crosses a drainage swale or ditch. The ARC will consider alternative designs for the culvert where a driveway connection to a street will not materially impede drainage. See detail below for an example of a typical culvert construction and installation.

On Homesites where the driveway intersects the asphalt pathway, Owners are responsible for cutting the asphalt pathway and removing it in their driveway area during the construction period. The new driveway material (concrete pavers, concrete, or asphalt) will replace the asphalt pathway in order for there to be a seamless driveway. The Owner will be responsible for repairing the asphalt pathway to the edge of the driveway, and repairing any damage done to drainage ditch during construction.



Driveway Culvert



Driveway Crossing

5.3 FENCES, SCREENING STRUCTURES and PRIVACY WALLS

No fences or boundary hedges shall be installed on a Homesite without prior written approval of the Architectural Review Committee. Owners must locate surveyor's pins marking boundary corners before construction of any permitted fences. The following general fencing types will be allowed within Westgate.

- A. Boundary Fencing. No perimeter fencing is allowed on Homesites; provided, however, a wood split rail fence will be permitted on a Homesite property line and where the Homesite abuts Open Space (including land owned by governmental agencies or special districts) or Common Area. For any such property line fencing, the distance between the ground and the bottom strand of board of the fence shall be at least fifteen (15) inches and the top rail of the fence shall not exceed thirty six (36) inches above ground level. Invisible pet fencing will also be an acceptable boundary fence material and must be installed at least ten (10) feet inside a property line.



B. Privacy Fencing. Fencing may be constructed on the Homesite provided it connects to a Structure located on the Homesite, it doesn't exceed five (5) feet in height from the native ground, is within the Building Envelope, and is limited to enclosing a maximum area of 5,000 square feet. A courtyard fence or wall may have a visually open artistic treatment above the 5' limit, but in no situation be taller than 6'. All must be reviewed and approved the ARC.

C. Larger enclosed areas must be reviewed and approved by the ARC. Use of non-combustible material or fire retardant wood is encouraged. Non-combustible material (such as steel or metal) will be used where the fence connects to a Structure or Residence for a minimum distance of three (3) feet. The ground beneath the fence shall be maintained with non-combustible material for an area of ten (10) inches on either side of the fence. Screening structures and privacy walls (fencing) attached to any Structure must match the overall architectural design of the Structure, and should not be designed to screen the street elevation of the Residence.

5.4 WASTE and RECYCLING CONTAINER STORAGE

Waste and recycling containers must be stored in an area screened from view by adjacent Homesites and from the road. Debris and waste materials must always be placed in containers in the storage area to prevent fire hazards.

5.5 OUTDOOR FIREPLACES/FIRE PITS, BARBEQUES, WALKWAYS, AND POOLS

Outdoor gas fireplaces and gas fire pits with ceramic logs, decorative rock or glass are permitted inside the Building Envelope. Combustion chambers must be elevated above grade, or must be surrounded by an elevated noncombustible fire ring. Combustion chambers must also be surrounded by a non-combustible surface at least four (4) feet in each direction. **Outdoor wood-burning devices are prohibited.** Outdoor gas fireplaces, and permanent gas fire pits and barbeques require ARC review and approval.

Walkways must be shown on the site and landscape plans. Asphalt, concrete, stone or concrete pavers, brick or crushed granite are all allowed surfaces for walkways. Gravel may be approved by the ARC, with a sample provided.

In-ground pools and spas are permitted with ARC approval and must be shown on the site and landscape plans. Above ground spas are permitted, but must be screened from view at ground level by neighboring Homesites and roadways. ARC may require additional screening for in-ground pools due to high visibility from adjacent lots. Above ground pools are prohibited.

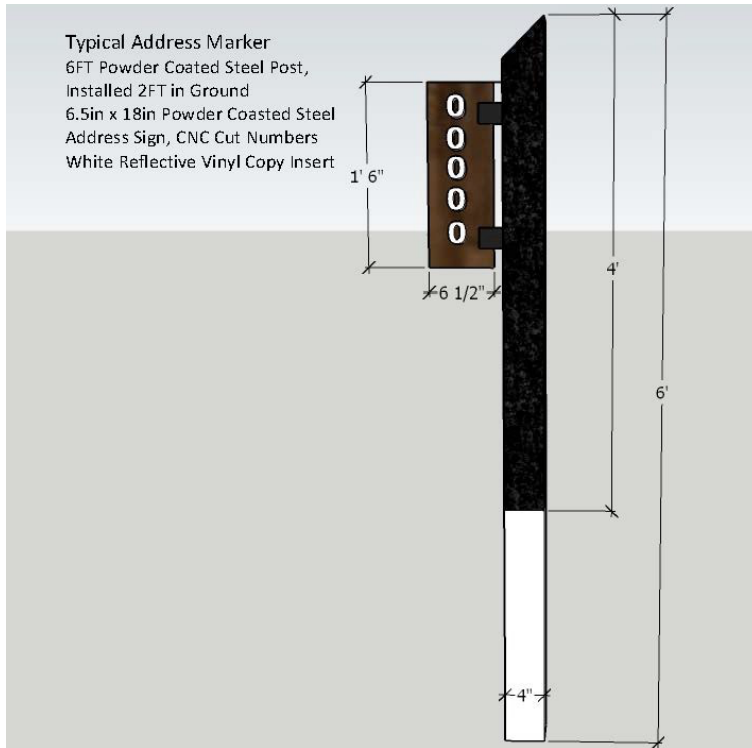
5.6 FIREWOOD STORAGE

Firewood may only be stored outside, in an enclosed, fire-resistant Structure. Cut sheets of firewood storage must be submitted to ARC for review and approval at Final Design Review.

5.7 SIGNS

Address Marker production and delivery is coordinated by the Declarant or Association for each Homesite. Owners must coordinate installation of the address sign with the ARC prior to final approval of the Improvements. See diagram below for installation requirements. Installation is at owner's expense.

One For Sale Sign is permitted on a Homesite, and shall not exceed 18 by 24 inches.



5.8 FLAGPOLES

Flagpoles are permitted, but the location on the Homesite must be submitted to the ARC for review and approval. Flagpoles shall not exceed 30 feet in height above native ground.

5.9 DRAINAGE and RETENTION

Site drainage must be designed to prevent runoff from impervious surfaces (roofs, driveways and other paved surfaces) flowing into the road, or onto adjacent Homesites and common areas. Site plans must demonstrate this prevention with the inclusion of drainage swales or retention areas. These retention areas must be designed to appear natural.

Swales should be vegetated and graded in a manner to create a natural, organic appearance that blend into the native landscape. Wide, shallow swales are preferred over narrow, deep swales. Swales deeper than 3ft are not permitted.

5.10 SEPTIC SYSTEMS

Septic systems are required by Deschutes County on each Homesite. Owners and their Design Professionals should contact the Environmental Health Supervisor at the Community Development Department (see www.deschutes.org for contact information) to secure the most current septic system requirements. The Declarant and Deschutes County has performed preliminary site evaluations on each Homesite; the report will be available to Owners upon request to the Declarant or Association.

6.0 ARCHITECTURAL GUIDELINES

In addition to the site guidelines, the architectural guidelines below are intended to help guide Owners, Designer Professionals and Builders in creating Structures that complement the landscape and natural setting. These guidelines must be followed in the schematic design, final design and any remodel/alteration/or addition submittals.

6.1 DESIGN INTENT

While there is no required architectural theme to follow in Westgate, the high desert and forested setting naturally beckons thoughtful and integrated architecture that works with existing topography and the colors and textures of the surrounding environment. All of the landscapes and buildings within Westgate are expected to employ high standards. High standards for design and construction will ensure that Structures are considerate to the site and to surrounding buildings.

6.2 GENERAL DESIGN CONSIDERATIONS

Textures, colors, materials, shapes, and forms that are compatible with Central Oregon shall guide the design process. Owners and their Design Professionals are required to pay special attention to the siting of all Structures on the Homesite, specifically in relation to existing grades, existing trees and natural rock outcroppings. Building masses shall blend with the varying topography and follow natural grade.

Westgate's commitment to fire protection and prevention is apparent in exterior building material requirements and defensible landscape zones. These requirements do not restrain thoughtful, creative and beautiful design, but must be considered and implemented when designing all Improvements.

6.3 ACCESSORY BUILDINGS

Detached garages, greenhouses, playhouses, storage buildings, and other detached Structures must be architecturally consistent with the Residence. All Accessory Buildings require ARC review and approval.

6.4 BUILDING HEIGHT

No Improvement shall exceed 30 feet in height with the exception of the top of a chimney. The ARC measures height by determining the average between the highest and lowest points of existing elevation (or finished elevation if lower than existing) along the perimeter of the building foundation and deducting that average from the proposed elevation of the highest roof ridge. Foundations supporting roofs over decks, patios, etc., are to be considered as part of the building foundation.

6.5 BUILDING SQUARE FOOTAGE and HOMESITE COVERAGE

Limitations on the total combined square footage of all Structures, including attached garages and Accessory Buildings are as follows:

- Minimum: 2,500 s.f., provided that the primary residence shall have a minimum floor area of 1,500 s.f. excluding garage.
- Maximum: 20,000 s.f.

Structures may not cover more than 50% of the Building Envelope.

6.6 CHIMNEYS and FIREPLACES/WOOD STOVES

The ARC requires all venting for fireplaces to be located within a chimney element or completely screened. Raw or non-treated metal fireplace vent pipes are not allowed. All metal used for fireplace venting and concealment shall be painted or treated to eliminate glare and reflection. Chimneys shall include an approved spark arrestor constructed of a minimum 12-gauge welded wire or woven wire mesh, with openings not exceeding ½ inch (12.7 mm). Spark arresters and gas vents must be concealed from view by an approved chimney cap detail. Vegetation shall not be allowed within 10 feet (3 m) of a chimney outlet.

Wood-burning indoor fireplaces and wood stoves are allowed. To preserve the quality of air and protect against wildfires, natural gas ceramic-log fireplaces are encouraged.

6.7 EXTERIOR BUILDING MATERIALS and COLORS

Where exterior walls are potentially exposed to a wildland fire, building materials shall meet the following requirements for ignition resistance:

- Heavy timber construction, (minimum of 8x8 when supporting a load)
- Ignition-resistive material,
- Fire retardant-treated wood, or
- Be a 20-minute fire-rated assembly

Additionally, building materials in general should convey the appearance of quality, permanence/durability, strength, and authenticity. The following building materials are specifically prohibited from being used:

- Reflective or bright colored materials
- Pressed board and plywood
- Vinyl or plastic siding
- Plain concrete block
- Exposed plain concrete (except that up to 8" of exposed foundation)
- Mirrored window glazing

The ARC reserves the right to approve the use of the materials on the above prohibited materials list on a case-by-case basis. Limited accent materials such as brushed aluminum, brass, bronze, copper etc. will be reviewed on a case-by-case basis and will generally need to have a patina prior to installation.

All projections (exterior balconies, carports, decks, patio covers, unenclosed roofs and floors, and similar architectural appendages and projections) and undersides of cantilevered buildings and supporting structural elements shall be constructed of heavy timber construction; noncombustible materials, fire-retardant-treated wood, or other ignition-resistant materials; or be a 1-hour fire-rated assembly.

The colors of all exterior materials should generally complement the architecture and blend with the Homesite and native landscape.

When stone or brick masonry is used on the front of a home and it extends to any front corner, it must extend at least 2 feet around the adjoining side elevation. If the masonry does not extend to a front corner, it must terminate on an inside corner of the façade.

6.8 ROOFS

Allowed roof materials include: concrete tile, slate, clay tile, high-relief style asphalt composition shingles, metal (minimum of 24 gauge and minimally reflective), or other roof coverings equivalent to ASTM E 108, *Standard Test Methods for Fire Tests of Roof Coverings*.

Roof gutters, downspouts, and connectors shall be noncombustible and covered with an approved means to prevent the accumulation of debris.

All roof vents, plumbing vents, flues, and exterior mechanical equipment should be collected, centralized and located away from the main view of the Structures from the entry driveway, or from the road. Where practical, flue locations within chimneys are encouraged.

Eaves shall be boxed in with 5/8- inch (15.5 mm) nominal sheathing (Tongue & Groove is acceptable—minimum thickness is 5/8”) or noncombustible materials or be protected with 2- inch (50 mm) nominal solid blocking between exposed rafters at all roof overhangs, under the exterior wall covering on all sides exposed to native vegetation. Eave overhangs that are large with board soffits and exposed, oversized framing members are encouraged. See section 5.3.5 of NFPA 1144 in Appendix D for additional requirements on roof construction.

6.9 WINDOWS and SKYLIGHTS

Windows, glass exterior doors, and skylights shall be tempered glass, multilayered glazed panels, glass block, or have a fire resistance rating of no less than 20 minutes (dual pane windows satisfy this requirement). Window screening shall be noncombustible mesh and installed to prevent the collection of firebrands and embers or their entry into open windows.

Window spec sheets must be provided for ARC review and approval.

Exterior solar shades may be installed and shall be made of fire resistant material, but must be reviewed and approved by the ARC on a case-by-case basis.

6.10 DOORS

Exterior doors shall be solid-core wood no less than 1.75 inches (45 mm) thick, approved noncombustible construction, or have a fire protection rating of no less than 20 minutes.

6.11 PROJECTIONS, PORCHES, DECKS and PATIOS

Covered patios, decks and outdoor living spaces are encouraged and must be located inside the Building Envelope and shown on the site and landscape plans. Pavers and concrete patios or wood-alternative composite decking are preferred surfaces, but wood decks are allowed.

Wood decks greater than 12 inches above the ground must be kept clear of dead vegetation and other highly combustible items underneath. Visible undersides of framed decks must be treated as finished elements and constructed to blend with the building's exterior. Exposed undersides of overhanging structures, and supporting structural elements, built on hillsides are prohibited.

Overhanging projections like balconies, carports, patio covers, unenclosed roofs and floors (and similar architectural extensions) shall be constructed of heavy timber construction, noncombustible material, fire-retardant-treated wood, or other ignition-resistant materials; or be a 1-hour fire rated assembly.

6.12 EXTERIOR LIGHTING

The objective of the exterior lighting requirements is to allow building and landscape lighting designs that are understated and do not create nighttime showcase or presentation effects. All exterior lighting must minimize glare and annoyance to neighboring Homesites. All exterior lighting, including landscape lighting, must be reviewed and approved by the ARC and must be Dark Sky compliant. The ARC may limit the use and/or require shielding of any lights, including recessed “can” lights, that may impact neighboring Homesites, common areas, or roadways due to impacts created by sloping topography.

Building Lighting – Generally, only two fixtures with a visible light source to identify the front door entry of a Residence are allowed. These two light fixtures are limited to 60-watt incandescent or equivalent lamps (900 lumens). The fixtures with visible light sources may not have clear glass lenses, **only minimally translucent lens materials are allowed.**

All other exterior building light fixtures must have downward-directed light sources which are completely shielded with an opaque material and must be Dark Sky compliant.

Outdoor holiday lighting is permitted for a temporary time frame, not to exceed 30 days following the holiday. See the current Rules and Regulations for the current standards.

Landscape Lighting – Landscape lighting, particularly up lighting, shall be limited to being indirect and/or subtle. No landscape lights, including driveway lighting, whose direct source is visible from a neighboring Homesite shall be allowed.

To search for exterior building fixtures and landscape lighting features that are Dark Sky compliant, please use the Dark Sky website link: <https://www.darksky.org/our-work/lighting/lighting-for-industry/fsa/fsa-products/> Fixtures not shown on this resource must show evidence of being Dark Sky compliant for ARC review and approval.

6.13 GARAGES, GARAGE DOORS and PARKING

Garages may be either attached or detached, but must be consistent with the Residence's exterior design and materials. The maximum height of a garage door is ten (10) feet; however one door, up to 14 feet tall is allowed as long as it does not face the road. Exceptions require ARC approval.

In general, garage doors shall be consistent with the adjacent architectural details and materials. Where three (3) or more garage bays are planned, every two (2) bays must offset the additional bays by at least two (2) feet. Each Homesite must have a minimum of two (2) guest parking spaces, in addition to the enclosed garage space.

Recreational vehicles, motor homes, disabled vehicles, campers, boats, boat trailers, recreational trailers, or other types of non-passenger vehicles, equipment, implements or accessories shall be screened from public view and the view from adjacent Homesites by a garage or approved screening, which is consistent with the Residence exterior design.

Sprinter Vans used primarily for daily use can be parked in the driveway. If Sprinter Vans are not used for daily use, they may not be parked in the driveway for longer than 72 hours. Recreational vehicles, motor homes, disabled vehicles, campers, boats, boat trailers, recreational trailers, or other types of non-passenger vehicles, equipment, implements or accessories may not be parked in the driveway for longer than 72 hours.

6.14 UTILITY and METER CONNECTIONS

All utility meters (gas and electric) should not be visible from roadways or neighboring Homesites. They shall be installed according to the guidelines provided by the utility companies. All meter housings and junctions must be painted to match the adjacent siding color of the house. Utility feeds to the house shall be located in conduits within the foundation and Structure wall. Utility boxes are to be recessed into the wall with a removable access panel. Exceptions require ARC approval.

Utility companies shall have the right to install, maintain and operate their equipment above and below ground and all other related facilities within the Public Utility Easements (PUE) identified on the plat map as may be necessary or desirable in serving the Homesites, including the right of access to such facilities and the right to require the removal of any obstructions including trees and vegetation that may be placed within the PUE at the Homesite. At no time may any permanent structure be placed within the PUE or any other obstruction, which interferes with the use of the PUE without prior written approval of the Utility companies allowed to use the PUE.

6.15 ANTENNAE and SATELLITE DISHES

Satellite dishes or antennae shall not be larger than 24 inches in diameter. The dishes and their hardware must be attached to a Structure in an inconspicuous location as determined by the ARC. Their location must be shown on the building elevations and reviewed and approved by the ARC.

6.16 HVAC, SOLAR PANELS, SPECIAL EQUIPMENT

All exterior HVAC equipment must be screened from view from neighboring Homesites, Common Areas and roadways. Screening materials and details must be consistent with the architecture of the Residence.

Solar and passive solar designs are encouraged. Rooftop solar applications must be mounted to minimize visibility and be integrated into the building's architecture, with all visible frame and hardware components coordinated with their backgrounds.

6.17 VENTING (Attic and Foundation)

Vents (including attic and foundation) shall be screened with a corrosion-resistant, noncombustible wire mesh with the mesh opening not to exceed 1/8 inch in size. No attic ventilation openings or ventilation louvers shall be permitted in soffits, in eave overhangs, between rafters at eaves, or in other overhanging areas on exposures facing hazardous vegetation as determined by the ARC.

Vents shall meet ASTM E2886 (Standard test method for evaluating the ability of exterior vents to resist the entry of embers and direct flame impingement, developed by ASTM International). The dimensions of the openings therein shall be a minimum of 1/16th-inch (1.6mm) and shall not exceed 1/8-inch (3.2mm).

Exception: Vents located under the roof covering, along the ridge of roofs, with the exposed surface of the vent covered by non-combustible wire mesh, may be of combustible materials.

The materials used shall be corrosion resistant. Here are some links to currently approved vents:

<http://www.vulcantechnologies.com/products.php>

<http://www.embersout.com>

<http://www.brandguardvents.com>

7.0 LANDSCAPE GUIDELINES

7.1 GENERAL DESIGN CONSIDERATIONS

The landscape design should blend with the architectural design of the Structures and the overall natural environment of Westgate. Plant materials should be carefully selected and placed based on the appropriate Defensible Zone designation (See 7.2). Approved plants are specified in Appendix C. It is recognized that Appendix C is not extensive, therefore Owners and Landscape professionals are encouraged to research and propose new plants that are fire resistant. If approved, these plants will be added to Appendix C. It is not intended for landscaping to follow the Building Envelope boundaries; rather it should blend and look appropriate for the surrounding native landscape and topography. **All landscaping plans require a twenty (20)ft. setback from frontage property line in order to blend community frontage for all properties as native landscape. Ornamental plantings are not allowed within the 20ft frontage property setbacks, with the exception of revegetation plantings in disturbed areas only.**

7.2 DEFENSIBLE LANDSCAPE ZONES

There are three defensible landscape zones (also referred to as Fire Prevention Zones). The concept of defining defensible landscape zones was developed in the late 1990's following breakthrough experimental research into how structures ignite due to the effect of radiant heat. The "Zone" concept is also part of the Firewise/USA Community recommendations, which these Design Guidelines have incorporated. Limiting the amount of flammable vegetation and materials surrounding a Structure and increasing the moisture content of the remaining vegetation are the primary goals of these standards. The defensible zone method of landscaping must be demonstrated by the Owner in the schematic design submittal.

Zone 1: encircles all Structures and all attachments (decks, covered patios and fences) for at least 30 feet on all sides.

- Create a "fire-free" area within five feet of Structures, using non-flammable landscaping materials and/or high moisture plants (Appendix C). The five foot "fire-free" area must be shown on landscape and irrigation plans.
- Mulch is a combustible material and is not permitted in Zone 1 outside of the "fire-free" area
- Select plants that are low-growing and free of resins/oils/waxes that burn easily (Appendix C). This excludes: Bitterbrush, Sagebrush, Manzanita, and Rabbitbrush.
- Lawn is permitted and should be mowed regularly
- Prune trees up six to ten feet from the ground, juvenile trees are not to be pruned up higher than 20% of the tree's height or as advised by an arborist

- Space existing conifer trees 20-30 feet between crowns. Space newly planted conifer trees 50 – 60 feet, respectively, from stem to stem. Only single conifer trees are permitted in Zone 1 (within 30ft of the structure(s)) with 20-30ft crown spacing to the next conifer tree.
- No branches are permitted to overhang Structures. Trees with branches overhanging must be removed.
- Remove dead vegetation within 30 feet of Structures
- Consider fire-resistant material / stain & paint additives for patio furniture, play structures, swing-sets, etc.
- No firewood storage is permitted unless it is in an enclosed, fire-resistant structure. Cut sheets of outdoor firewood storage units will need to be submitted to the ARC for review and approval at Final Design Review.
- No propane storage tanks are permitted in this zone except that propane tanks with a capacity of not more than five (5) gallons are permitted for use with outdoor gas grills and portable gas heaters or fireplaces. .
- Water plants and trees regularly

Zone 2: 30-100 feet from the Residence. Plants in this zone should be low growing, well irrigated and less flammable. For an example of how these defensible zones are to be shown, please refer to Appendix B.

For Lots 3-18 only, Zone 2 extends 100ft from the No Build Zone line. No structures shall be built in the No Build Zone on the following lots: Lots 3-18. Please see CC&Rs for allowable non-combustible materials and height requirements for these lots (3-18 only).

For Lots 65, 66, 67, 68 and 69, and all other lots with 20% or greater slope, Zone 2 extends to the property line.

- For existing conifer trees, leave 30 feet between clusters of two to three trees, or 20 feet between crowns. For newly planted conifer trees, this equates to 50 – 60 feet respectively, from stem to stem.
- Encourage a mixture of deciduous and coniferous trees
- Create 'fuel breaks', like driveways, walkways and hardscapes, and lawns. If gravel material is proposed, ARC must receive a sample of the proposed gravel at Final Design Review for review and approval.
- Prune trees up six to ten feet from the ground, juvenile trees are not to be pruned up higher than 20% of the tree's height or as advised by an arborist
- Consider fire-resistant material / stain & paint additives for patio furniture, play structures, swing sets, etc.
- No firewood storage is permitted unless it is in an enclosed, fire-resistant structure. Cut sheets of outdoor firewood storage units will need to be submitted to the ARC for review and approval at Final Design Review.
- No above ground propane storage tanks are allowed in this zone
- Existing brush in these areas must be thinned so that if small groups (not to exceed six (6) feet in diameter) of brush are retained, they must be separated by at least three (3) times the diameter of the brush clump.

Zone 3: 100 – property boundary from the Residence. This area should be thinned and free of heavy shrubs and brush. For an example of how these defensible zones are to be shown, please refer to Appendix B.

For Lots 3-18, Zone 3 begins after the extension of 100ft from the No Build Zone line.

- No new plants or trees in this area, leave as native vegetation
- Existing brush in these areas must be thinned so that if small groups (not to exceed six (6) feet in diameter) of brush are retained, they must be separated by at least three (3) times the height of the brush clump.
- Remove smaller conifers that are growing between taller trees
- Remove heavy accumulation of pine needles, woody debris, and diseased trees

- No irrigation is permitted in this area, except for fire suppression sprinklers in the No Build Zone and temporary above-ground irrigation for revegetation purposes. The Owners of all Homesites that contain a No Build Zone (Lots 3-18) shall install and maintain fire suppression system, watering the No Build Zone area, in the event of wildfire. Such irrigation system shall not be used to irrigate vegetation and shall be tested by the Owner no less frequently than annually.
- No propane storage tanks are allowed in this zone

7.3 TREE REMOVAL and PRUNING

In addition to the tree management as discussed in Section 7.2, Defensible Landscape Zones, tree removal is permitted on Homesites for the purpose of enhancing mountain or specific “points of interest” views with prior ARC approval. Clear cutting is not permitted. The intent for tree removal beyond the construction footprint is to provide views for owners from their Homesite, and to provide the required crown spacing of conifer trees, while retaining a natural and forested setting.

Trees under 8 inches in diameter at breast height (DBH) may be removed if they are in poor health, poor form, or diseased. Healthy trees less than 8 inches DBH may be thinned to an average spacing of fifty (50) feet between trees, or as approved by the ARC. Any tree over 8 inches DBH and outside of the construction footprint that owners wish to remove will be considered by the ARC after the home is framed. Removing lower limbs (pruning) of trees to improve views and reduce fire fuel ladders is encouraged. Juvenile trees are not to be pruned up higher than 20% of the tree’s height or as advised by an arborist. Mature trees are not to be pruned higher than one- third of the live green crown.

7.4 TIME of INSTALLATION

All landscaping must be installed prior to requesting a final approval from the ARC and within 90 days of the completing the construction of the approved Structures. In the event of undue hardship due to weather conditions or other causes beyond the reasonable control of the Owner, this time period may be extended for a reasonable length of time upon prior written approval from the ARC. Please refer to 10.3 of CC&Rs regarding Time of Installation.

7.5 IRRIGATION

All newly planted landscape areas within Zone 1 and Zone 2 must be irrigated. Use of automated water-conserving irrigation products and equipment is encouraged. Existing native areas shall not be permanently irrigated, see section 7.7 for irrigation rules for re-vegetated areas. All irrigation plans must be reviewed and approved by the ARC.

7.6 MAINTENANCE

All landscape and irrigation on a Homesite shall be maintained by the Owner at a level consistent with the requirements of the WHMP, WPMP, and defensible landscape zone concept. All dead or dying plants shall be replaced promptly. Areas adjacent to parking areas shall be maintained free of dry grasses and fine fuels in order to reduce the risk of ignition from hot exhaust systems or other means.

7.7 REVEGETATION

The WGARC requires that all native landscape areas on the site impacted and disturbed by construction activity be restored and revegetated.

- Disturbed areas within Defensible Landscape Zone 1 or 2 shall be re-vegetated with plants and trees on the Approved Fire-Resistant Plants and Trees List in Appendix C.
- Disturbed native landscape areas in Defensible Landscape Zones 3 shall be revegetated to remain native and blend with the existing native landscape conditions.

Native plant material proposed for revegetation areas should include a combination of native plant material species and sizes which reflect the character of the existing native vegetation on site. Native restoration plantings may include a combination of trees, shrubs and grasses, ranging in size from B&B, Container, Plug or Seed. All restoration areas are required to be over seeded with a native grass seed mix. All proposed native plant material is required to meet Firewise standards.

7.8 GRADING

All construction related grading should be done in a manner so that finish grade blends with existing topography. Cut and fill areas should be minimized. Grading and other construction activity around existing trees should remain outside drip lines. If grading within drip lines cannot be avoided, terracing or tree well details must be reviewed and approved by the ARC before construction activity begins.

7.9 GARDENS

Gardens are permitted and must be shown on the site and landscape plans. Gardens may be enclosed by fencing and the total enclosed area is subject to ARC review and approval. Welded wire fencing up to eight (8) feet in height that is colored to blend into the environment is permitted only for the purpose of restricting wildlife access to garden or landscaped areas and is limited to enclosing an area of not more than 1,000 square feet.

7.10 SEPTIC SYSTEMS

Grass or shallow-rooted vegetation is the best landscape cover for septic systems. Do not plant trees or shrubs over septic tanks or drain fields as the water-seeking roots of these plants can damage your septic system.

No Structures, patios, decks, or driveways shall be constructed over the drain field or septic tank. The system should be kept accessible for proper maintenance and repair and the drain fields need oxygen in order to work properly. Keep all vehicles off, and direct water and roof drains away from the septic tank and drain field areas.

8.0 CONSTRUCTION GUIDELINES and REGULATIONS

In order to ensure that Homesites are not irreparably damaged during the construction of the Improvements, the following construction guidelines and regulations must be followed. All construction is subject to codes and ordinances as adopted by the State of Oregon and Deschutes County, as well as applicable standards of NFPA 1141 and 1144.

The ARC will monitor the Homesite during the construction period. Violations of these construction guidelines and regulations will be communicated to the offending party(ies) and the Owner with the understanding that immediate action will be taken to remedy the situation.

The ARC reserves the right to deny Homesite access to any builder, sub-contractor, or supplier who is in violation of these construction guidelines and regulations and reserves the right to stop construction on a Homesite where:

- A. The Improvements are being constructed or landscaped contrary to approved plans.
- B. The Westgate CC&Rs, Design Guidelines, or Rules and Regulations are not complied with fully.

If an order to stop work is issued, all work at the identified Homesite must cease as specified in the terms of the written stop work order. Stop work orders may be issued for, but not limited to, violations of Westgate CC&Rs for Improvements that are made without ARC approval, and repeated violations of these Design Guidelines.

8.1 CONSTRUCTION AREA PLAN

The Owner or Builder shall provide the ARC with a detailed Construction Area Plan clearly indicating how the land and vegetation will be protected and delineating the limits of construction activity on the Homesite. The plan shall include: limits of excavation, drive and parking areas, sanitary facility location, temporary structures (if any), dumpsters, location of fire suppression equipment (fire extinguisher and water supply) and safe cigarette disposal area. The use of temporary fencing to protect existing trees during construction is highly encouraged.

8.2 CONSTRUCTION ACCESS and PARKING PLAN

Construction access during the construction period shall be over the approved driveway for the Homesite, unless the ARC approves an alternative access. Fire department vehicular access to the construction activity must be provided at all times over durable surfaces. If access surfaces become soft, the ARC may request additional material be added to the surface to provide for safe passage of emergency fire vehicles.

Prior to construction activity beginning, the Builder must schedule a meeting with a representative from the ARC to establish a parking plan for the duration of the construction activity. Vehicles may only be parked within the Building Envelope, driveway, or within the approved construction parking plan boundaries. On street parking is prohibited, except for temporary parking during periods of high construction activity when all approved on-site parking areas are occupied.

8.3 TEMPORARY STRUCTURES

Temporary structures must be located within the Homesite's Building Envelope, and must be approved by the ARC as to size and location. All temporary structures must be removed prior to final inspection. Any damage caused by the placement, use or removal of such structures must be restored at the Owner's or Builder's expense prior to final inspection and approval by the ARC.

8.4 STORAGE of CONSTRUCTION MATERIAL/EQUIPMENT

The location for the storage of construction materials and equipment shall be designated on the approved Construction Area Plan prior to commencement of construction activity. All storage areas must be within the Building Envelope. The Builder and Owner are responsible for the security and maintenance of the material and area.

8.5 DAILY OPERATION

Hours of operation for construction activity are:

Monday through Friday: 7:00 am to 7:00 pm

Saturday: 8:00 am to 4:00 pm

Sunday: Interior finish work only

8.6 BLASTING

Any plans for blasting must be reviewed and approved in advance by the ARC. Proper safety and protection shall be used, and evidence of insurance coverage shall be provided to the ARC with the Association named as an additional insured. A pre-blast survey of adjacent properties is required.

8.7 DAMAGE and REPAIR

The Owner and Builder are responsible for repairing any damage to roadways or pathways caused by construction vehicles or equipment related to their construction activity. Damage not repaired in the timeframe requested by the ARC will be repaired by the Association and charged against the refundable deposit. If the deposit is insufficient, and the Owner does not reimburse the Association, the unreimbursed amount will become a lien against the applicable Owner's Homesite, pursuant to the CC&Rs.

8.8 DUST, NUISANCE and NOISE CONTROL

Builders are responsible for dust and noise control on a Homesite during the construction period. Irrigation of loose dirt should be used as the preferred dust control measure; however, any solution must be effective 24 hours a day.

Radios or other audio equipment are permitted, but must be monitored and cannot be a nuisance to an adjacent property.

8.9 EXCAVATION

Excavation shall be confined to the Building Envelope. Any excess excavation material from the site stored for future use must be placed on the Homesite within the Building Envelope, and any excess that is not planned for future use must be removed from

the site prior to final inspection. Vegetation shall be modified to mitigate hazardous conditions within 30 ft. (9 m) of the foundations prior to start of construction.

8.10 DEBRIS and TRASH REMOVAL

Daily and proper disposal of refuse, including slash from vegetation clearing, and storage of material is the Owner's and Builder's responsibility. Debris and trash shall be picked up daily and stored in covered trash containers. Wind can be a significant issue with trash dispersal and all Builders must be proactive in controlling their debris and trash so it does not blow onto or impact adjacent Homesites or common areas. A separate receptacle for crew's food waste and other garbage must be provided and dumped weekly.

8.11 SANITARY FACILITY

Builders are responsible for providing a sanitary facility in good condition for construction crews. This facility must be maintained and cleaned weekly such that it shall be sanitary and odorless.

8.12 BUILDER AND DESIGN PROFESSIONAL SIGNAGE

One sign referencing the Design Professional and/or Builder is permitted on the Homesite once the Schematic Plan has been submitted. Signs shall be no larger than 36 by 48 inches and must be submitted to the ARC for review and approval.

8.13 FIRE EXTINGUISHER and FIRE PROTECTION MEASURES

A minimum of one serviceable dry chemical fire extinguisher (minimum 5 lb. Class ABC) shall be located on each construction site and in a visible location for the construction crew. Extreme caution shall always be taken to prevent any sparks from being strewn out of the immediate work area. Builders are responsible for ensuring that cutting and welding operations are conducted in areas free of combustible vegetation and other combustible materials. An operable water system must be available during the entire construction period.

8.14 BURNING and SMOKING

No burning is allowed on construction sites. Builders must supply a designated smoking and safe cigarette disposal area within the disturbed construction area. Fireworks, charcoal fires, and other open flames are prohibited. Violators will be required to leave the site and owners are subject to fines for violators working on their Homesite.

8.15 PETS

Builders, sub-contractors and their employees are prohibited from having unleashed or uncontrolled dogs and other pets on the construction site.

8.16 FIREARMS

Possession of or discharging firearms by a Builder, a sub-contractor or their employees is prohibited anywhere within Westgate.

8.17 UTILITIES and SEPTIC SYSTEMS

All utility connections to Residences and Structures must be placed underground and meet Deschutes County Building Code. Excavation for the utility work must be restored to its original native condition or landscaped according to the approved landscape plan.

Electrical, natural gas, phone, cable, and water utility lines or pipes are provided to the property boundaries of each Homesite. The providers are as follows:

- Electric power: Pacific Power

NOTE: Additional transformers may be required on lots to ensure voltage at the service entrance to each home. Lead-time for

ordering is 4-6 weeks (6-8 weeks in peak construction time). We encourage you to contact PacifiCorp sooner than later to determine what is needed at the entrance to your site.

- Natural gas: Cascade Natural Gas
- Telephone/cable: Bend Broadband
- Water: City of Bend

Due to the topography of Westgate in relation to the City of Bend water source, some Homesites may require a booster pump system to achieve acceptable water pressure. Owners should have water pressure tested to determine if they require a booster pump system to serve the planned Improvements.

- Septic: Each Owner is required to install a Deschutes County approved septic system.

Preliminary septic site evaluations have been completed by Deschutes County for each Homesite and results of those evaluations will be provided upon request.

9.0 MODIFICATIONS TO APPROVED DESIGNS

9.1 DESIGN CHANGES

Any physical changes to the exterior of a residence, building or landscape must be reviewed and approved by the ARC before work commencing. Unapproved construction or changes may be subject to fines per Appendix O.

9.2 REMODELING, ADDITION, or ALTERATION

Any exterior remodel, addition, or alteration to an existing home, structure or landscaping must meet the same criteria as new home construction. A Pre-Design meeting is strongly encouraged with the ARC for remodeling projects. Applicant must pay the submittal fee and construction deposit per Appendix M. Review and approval is required by the ARC prior to any work commencing. Remodel, addition or alteration approvals will remain valid one year from the date of written approval. See Appendix N for a Remodel, Alteration or Addition Submittal Form.

APPENDIX A: DEFINITIONS

For purposes of use in these Design Guidelines, the following words and phrases shall be defined as follows:

Accessory Building – Any structure used incidentally to another structure. NOTE: Accessory Dwelling Units (ADUs) are not permitted in Deschutes County. Should this change in the future, Westgate HOA will consider allowing ADUs.

Architectural Review Committee (ARC) – The ARC is the review authority over all submittals to construct Improvements at Westgate. The ARC is appointed by the Declarant or Westgate Homeowners Association Board of Directors as described in the Covenants, Conditions, Restrictions and Easements (CC&Rs) for Westgate.

Association – The term Association shall refer to Westgate Homeowners' Association, an Oregon non-profit corporation.

Board – The term Board shall refer to the appointed or elected board of directors of the Association.

Builder – The term Builder shall refer to the contractor engaged by the Owner, or the Owner, for the purpose of constructing any Improvement.

Building Envelope – The Building Envelope is the portion of the Homesite in which Improvements may occur. This area is defined by the front, rear and sidesetbacks.

Common Area – Shall mean only that portion of Westgate established for common use and benefit of the Owners and identified as "Common Areas" in the CC&Rs and on the recorded plat. The Common Areas shall also include all other real and personal property that the Association owns, leases or otherwise holds possessory or use rights in for the common use and enjoyment of the Owners.

Declarant – The term Declarant shall mean Westgate, LLC and its successors and assigns who acquire any of the rights or assume any of the obligations other than the Owners.

Design Guidelines – The Design Guidelines serve as the document that provides guidance on the restrictions, review process and procedures, and construction regulations adopted and enforced by the ARC.

Design Professional – The term Design Professional refers to an architect or designer engaged by the Owner for the purpose of designing the Improvements on a Homesite.

Fire Prevention Zones – The term Fire Prevention Zones refers to the three defensible landscape zones designated on the Homesite and common areas that define different levels of approved landscape and fire fuel maintenance. Fire Prevention Zones and defensible landscape zones are synonymous.

Homesite – The term Homesite refers to Homesites 1 - 50 as described on the recorded plat for Westgate.

Improvement – Shall mean any Structure, landscaping, screening features, walls, fences, driveways, fixtures, shelters, or other product of construction efforts (including painting, alterations, and reconstruction) on or with respect to any Homesite or Common Area of Westgate.

National Fire Protection Agency (NFPA) – Shall refer to the non-profit organization that delivers information and knowledge through consensus codes and standards, research, training, education, outreach and advocacy in the goal of eliminating death, injury, property and economic loss due to fire, electrical and related hazards.

Owner – The term Owner shall refer to the person or entity that holds title to any Homesite as shown in the official property records of Deschutes County.

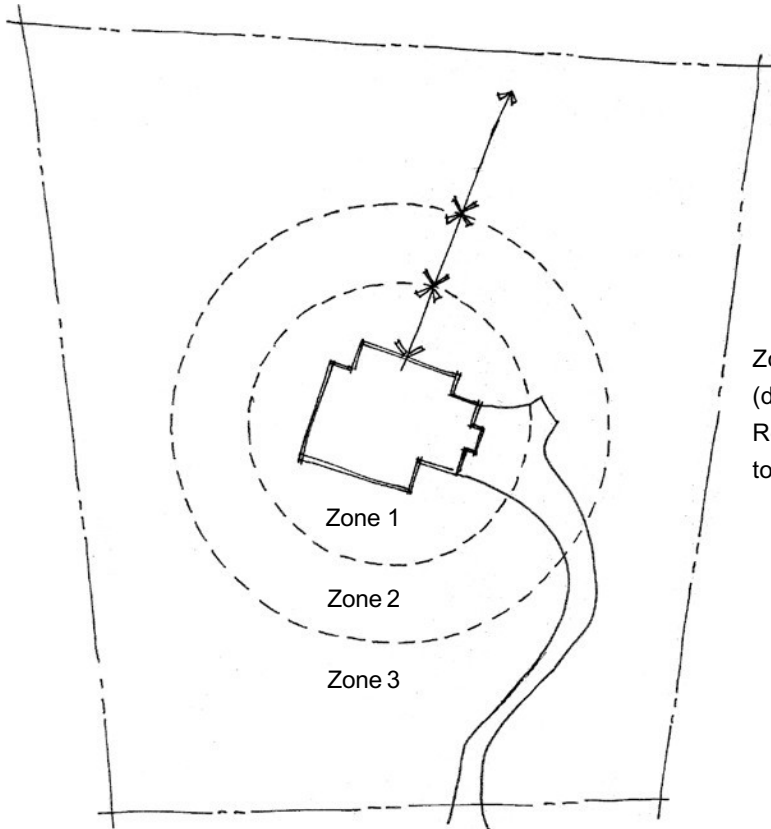
Residence – Shall mean the dwelling unit that includes bedrooms, bathrooms, kitchen facility and living space for the Owner.

Structure – Shall mean all buildings constructed on a Homesite, including the Residence and Accessory Buildings.

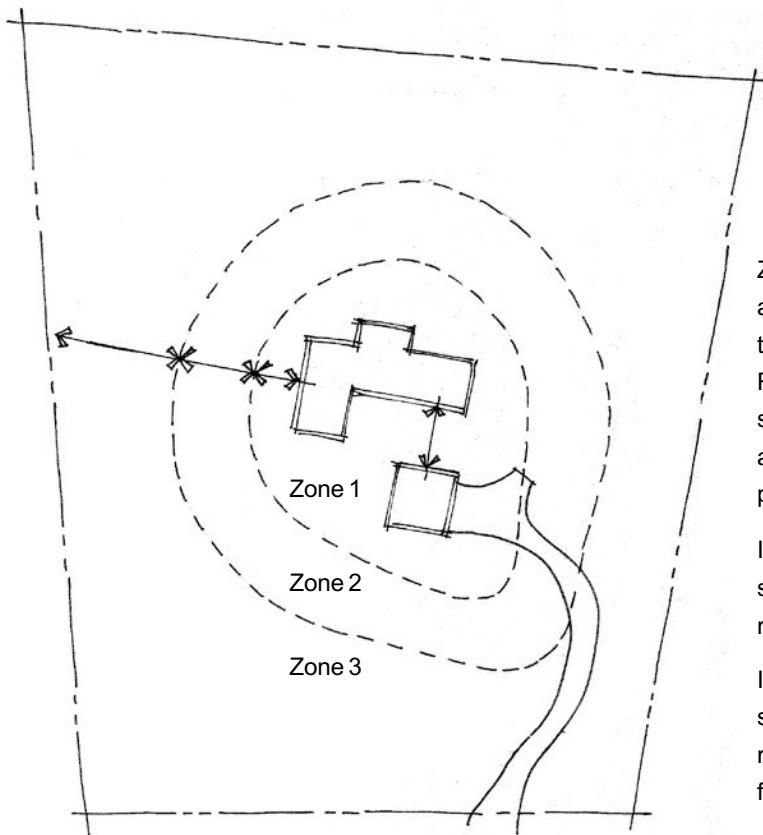
Wildfire Protection Management Plan (WPMP) – Shall mean the WPMP for Westgate that was approved by Deschutes County as part of the land use approval.

Wildlife Habitat Management Plan (WHMP) – Shall mean the WHMP for Westgate that was approved by Deschutes County as part of the land use approval.

APPENDIX B: DEFENSIBLE LANDSCAPE ZONE DIAGRAM



Zone 1 = 30 feet from the Residence and all attachments (decks, patios, fencing), Zone 2 = 30-100 feet from the Residence, Zone 3 = Over 100 feet from the Residence and to the property line.



Zone 1 = 30 feet from the Residence or Structure and all attachments (decks, patios, fencing), Zone 2 = 30-100 feet from the Residence or Structure, Zone 3 = Over 100 feet from the Residence or Structure and to the property line. Any Structure shall be separated from another Structure (or Residence) by at least 30 feet and shall be set back at least 30 feet from the property line.

If adjacent Structures are both protected by indoor sprinkler systems, the separation of structures shall be permitted to be reduced to 15 feet.

If a Structure is 400ft or less in ground floor area, the separation from the Residence shall be permitted to be reduced to 15 feet where both Structures have a separation from a property line of at least 30 feet.

APPENDIX C: APPROVED FIRE-RESISTANT PLANTS AND TREES for ZONES 1 and 2

Ground Covers

<i>Ajuga reptans</i>	Carpet bugleweed
<i>Antennaria rosea</i>	Pink Pussytoes
<i>Arctostaphylos uva-ursi</i>	Kinnikinnick
<i>Aubrieta deltoidea</i>	Rock cress
<i>Ceanothus prostratus</i>	Mahala mat
<i>Cerastium tomentosum</i>	Snow-in-summer
<i>Delosperma cooperi</i>	Purple iceplant
<i>Delosperma nubigenum</i>	Yellowiceplant
<i>Dianthus species</i>	Dienthus, Garden Carnation or Pinks
<i>Fragaria species</i>	Wild strawberry
<i>Lamium species</i>	Dead nettle
<i>Pachysandra terminalis</i>	Japanese pachysandra
<i>Phlox subulata</i>	Creeping phlox
<i>Sedum species</i>	Sedum or stonecrops
<i>Sempervivum species</i>	Hens and chicks
<i>Thymus praecox</i>	Creeping thyme
<i>Veronica species</i>	Speedwell

Perennials

<i>Achillea species</i>	Yarrow
<i>Allium schoenoprasum</i>	Chives
<i>Aquilegia species</i>	Columbine
<i>Armeria maritima</i>	Sea thrift
<i>Aurinia saxatilis</i>	Basket-of-gold
<i>Bergenia cordifolia</i>	Heartleaf bergenia
<i>Campsis radicans</i>	Trumpet vine
<i>Carex species</i>	Sedges
<i>Coreopsis species</i>	Coreopsis or Tickseed
<i>Delphinium varieties</i>	Delphinium
<i>Echinacea purpurea</i>	Coneflower
<i>Epilobium angustifolium</i>	Fireweed
<i>Gaillardia varieties</i>	Blanket flower
<i>Geranium cinereum</i>	Grayleaf cranesbill
<i>Helianthemum nummularium</i>	Sun rose
<i>Hemerocallis species</i>	Daylily
<i>Heuchera sanguinea</i>	Coralbells
<i>Hosta species</i>	Hosta lily
<i>Iris hybrids</i>	Iris, tall bearded
<i>Kniphofia uvaria</i>	Torch lily or Red-hotpoker
<i>Lavandula species</i>	Lavender
<i>Linum perenne</i>	Flax, blue
<i>Lonicera species</i>	Honeysuckle
<i>Lupinus varieties</i>	Lupine
<i>Oenothera species</i>	Evening primrose
<i>Papaver orientale</i>	Oriental poppy
<i>Penstemon species</i>	Penstemon or Beardtongue

<i>Ratibida columnifera</i>	Prairie coneflower or Mexicanhat
<i>Salvia species</i>	Salvia or Sage
<i>Stachys byzantine</i>	Lamb's ear
<i>Yucca species</i>	Yucca

Grasses - Ornamental - acceptable in Zone 1

<i>Calamagrostis acutiflora</i> Karl Foerster	Feather reed grass 'Karl Foerster'
<i>Helictotrichon sempervirens</i>	Blue oat grass
<i>Calamagrostis acutiflora</i> 'El Dorado'	Eldorado feather reedgrass
<i>Calamagrostis acutiflora</i> 'Overdam'	Overdam feather reedgrass
<i>Panicum virgatum</i> 'Shenandoah'	Shenandoah switch grass
<i>Pennisetum alopecuroides</i> 'Hameln'	Hameln fountain grass
<i>Festuca glauca</i>	Blue fescue
<i>Sisyrinchium idahoense</i>	Blue eyed grass

Grasses - Native - acceptable in Zone 1 or 2

<i>Festuca idahoensis</i>	Idaho fescue
<i>Deschampsia caespitosa</i>	Tufted hair grass
<i>Agropyron spicatum</i>	Bluebunch wheatgrass
<i>Leymus cinereus</i>	Great basin wild rye
<i>Koeleria macrantha</i>	Prairie junegrass

Shrubs – broadleaf evergreen

<i>Cotoneaster apiculatus</i>	Cranberry cotoneaster
<i>Daphne x burkwoodii</i> var. "Carol Mackie"	Carol Mackie daphne
<i>Mahonia aquifolium</i>	Oregon grapeholly
<i>Mahonia repens</i>	Creeping holly

Shrubs – deciduous

<i>Acer circinatum</i>	Vine maple
<i>Acer glabrum</i>	Rocky Mountain maple
<i>Amelanchier species</i>	Serviceberry
<i>Caryopteris x Clandonensis</i>	Blue-mist spirea
<i>Cornus serica</i>	Redosier dogwood
<i>Euonymus alatus</i> 'Compactus'	Dwarf burning bush
<i>Holodiscus discolor</i>	Oceanspray
<i>Perovskia atriplicifolia</i>	Russian Sage
<i>Philadelphus species</i>	Mockorange
<i>Prunus besseyi</i>	Western sandcherry
<i>Rhamnus frangula</i> 'Columnaris'	Tallhedge
<i>Rhamnus frangula</i> 'Asplenifolia'	Fernleaf buckthorn
<i>Rhus species</i>	Sumac
<i>Ribes species</i>	Flowering currant
<i>Rosa species</i>	Hardy shrub rose
<i>Rosa woodsii</i>	Wood's rose
<i>Salix species</i>	Willow
<i>Spiraea x bumalda</i>	Bumald spirea
<i>Spiraea douglassii</i>	Western spirea
<i>Symphoricarpos albus</i>	Snowberry

Syringa species
Viburnum trilobum 'Compactum'

Lilac
Viburnum, Compact American cranberry

Trees – conifer

Larix occidentalis
Pinus ponderosa

Western larch
Ponderosa pine

Trees – deciduous

Acer ginnala
Acer macrophyllum
Acer rubrum
Aesculus hippocastanum
Alnus rubra
Alnus tenuifolia
Betula species
Catalpa speciosa
Celtis occidentalis
Cercis canadensis
Cornus florida
Crataegus species
Fagus sylvatica
Fraxinus pennsylvanica
Fraxinus americana
Gleditsia triacanthos var. inermis. cvs
Gymnocladus dioica
Juglans species
Liquidambar styraciflua
Malus species
Populus tremuloides
Prunus virginiana
Prunus virginiana 'Schubert'
Quercus palustris
Quercus rubra
Robinia pseudoacacia 'Purple Robe'
Sorbus aucuparia

Amur maple
Bigleaf maple
Red maple
Horsechestnut
Red alder
Mountain alder
Birch
Western catalpa
Common hackberry
Eastern redbud
Flowering dogwood
Hawthorn
European beech
Green Ash
White ash
Thornless honeylocust
Kentucky coffee tree
Walnut
American sweetgum
Crabapple
Quaking aspen
Chokecherry
Canada red chokecherry
Pin oak
Red oak
Purple Robe locust
Mountain ash

*Owners and Landscape professionals are encouraged to research and propose fire resistant plants that are not on this list. Examples include plants that are identified as fire resistant on other community or extension office Firewise websites. Here are some helpful links below in finding additional fire resistant plants that can be submitted to the ARC for review and approval:

https://methowconservancy.org/uploads/landscaping_fire_country_plants-1.pdf

<https://catalog.extension.oregonstate.edu/pnw590>

https://firesafemarin.org/images/articles/plants/FIRESafe-MARIN_plant-list_2019.pdf

<https://idahofirewise.org/assets/library/Homeowner%20Information/Firewise%20Landscaping/Fire%20Resistance%20of%20Plants%20Master%20Database.pdf>

<https://extension.colostate.edu/topic-areas/natural-resources/firewise-plant-materials-6-305/>
<https://www.ashland.or.us/Page.asp?NavID=17971>

<https://cals.arizona.edu/extension/ornamentalhort/landscapemgmt/general/firewise.pdf>

APPENDIX D: APPLICABLE NFPA 1141 and 1144 STANDARDS

NFPA 1141 Standard	Implementing Document	Authority Having Jurisdiction
1.3.3.4 Buildings with equivalency, alternatives, or modifications approved by the AHJ shall be considered as conforming with this standard.	Design Guidelines	ARC
Chapter 5 Means of Access		
5.2.6 At least 13 ft 6 in. nominal vertical clearance shall be provided and maintained over the full width of the roadway.	Design Guidelines – Section 5.2	ARC
Chapter 6 Building Access and Separation		
6.1.1* Approved fire apparatus access shall be provided to within 150 ft (45 m) of any point of the exterior wall of each building.	Design Guidelines – Section 5.2	ARC
6.1.1.1 The requirements of 6.1.1 shall be permitted to be extended to 300 ft (91 m) for any building protected by an automatic sprinkler system installed and maintained according to NFPA 13, <i>Standard for the Installation of Sprinkler Systems</i> , or NFPA 13R, <i>Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height</i> , whichever is applicable.	Design Guidelines – Section 5.2	ARC
6.2 Building Separation.		
6.2.1 Unless governed by other locally adopted regulations, any building shall be separated from another building by at least 30 ft (9.144 m) and shall be set back at least 30 ft (9.144 m) from a property line.	Design Guidelines – Section 5.1	ARC
6.2.1.1 If adjacent buildings are both protected with automatic sprinkler systems meeting NFPA 13, <i>Standard for the Installation of Sprinkler Systems</i> , the separation between the structures shall be permitted to be reduced to 15 ft (4.5 m).	Design Guidelines – Section 5.1	ARC
6.2.1.2 If an accessory building is 400 ft ² (37 m ²) or less in ground floor area, the separation from the principal structure shall be permitted to be reduced to 15 ft (4.5 m) where both buildings have a separation from a property line of at least 30 ft, (9.144 m) and automatic sprinkler systems are not required.	Design Guidelines – Section 5.1	ARC

Chapter 9 Fire Protection During Construction		
9.1.1 Before the infrastructure is installed, and prior to the location and construction of buildings or portions thereof, fire protection plans shall be submitted to and approved by the AHJ.	Design Guidelines – Section 8.1	ARC
9.1.4 Fire department vehicular access to all buildings under construction shall be provided at all times.	Design Guidelines – Section 8.2	ARC
9.1.4.1 In areas where ground surfaces are soft or likely to become soft, hard all-weather surface access roads shall be provided.	Design Guidelines – Section 8.2	ARC
9.1.5 Combustible trash and debris shall be placed completely within an approved container or removed from the site at the close of each working day.	Design Guidelines – Section 8.10	ARC
9.1.6 Flammable or combustible liquids or gases shall be stored, handled, and used on the construction site in accordance with the applicable provisions of NFPA 30, <i>Flammable and Combustible Liquids Code</i> ; NFPA 54, <i>National Fuel Gas Code</i> ; and NFPA 58, <i>Liquefied Petroleum Gas Code</i> .	Design Guidelines – Section 8.4	ARC
9.1.7 Temporary heating devices shall be of an approved type, located away from combustible materials, and attended and maintained by competent personnel.	Design Guidelines – Section 8.3	ARC
9.1.8 Smoking shall be prohibited, except in those areas where approved. Where required by the AHJ, “No Smoking” signs shall be posted.	Design Guidelines – Section 8.14	ARC
9.1.9 Cutting and welding operations shall be in accordance with NFPA 51B, <i>Standard for Fire Prevention During Welding, Cutting, and Other Hot Work</i> .	Design Guidelines – Section 8.13	ARC
9.2 Extinguishing Equipment.		
9.2.1 At least one portable fire extinguisher having a rating of at least 10-A:120-B:C shall be within a travel distance of 75 ft (23 m) or less to any point of a building under construction.	Design Guidelines – Section 8.13	ARC
9.2.2 Personnel normally on the construction site shall be instructed in the use of the fire extinguishers provided.	Design Guidelines – Section 8.13	ARC

NFPA 1144 Standard *Explanatory Material	Implementing Document	Authority Having Jurisdiction
1.3 Application		
1.3.1 The standard shall apply to all existing structures, residential developments, and subdivisions and improved property or planned property improvement that will be located in a wildland/urban interface area, including commercial, ranch and farm structures, manufactured homes, and structures in recreational vehicle parks.	Design Guidelines – Section 2.0	ARC
1.3.2 This standard shall not be construed as prohibiting any design, construction, or landscaping activity that will provide fire protection or hazard reduction at least equivalent to that required by this standard and that which has been set forth by the authority having jurisdiction (AHJ).	Design Guidelines – Section 3.1	ARC

Chapter 4 Assessing Wildland Fire Hazards in the Structure Ignition Zone		
4.1 General		
<p>4.1.1 In cases in which the AHJ determines that existing improved property is, or a planned property improvement will be, located in a wildland/urban interface or intermix area, the AHJ shall perform, or cause to be performed, a wildland fire hazard assessment of each structure ignition zone in the development to determine relative risk, the extent of wildland fire hazard, and applicable mitigation measures.</p> <p><i>*Any person assigned to conduct structure assessments should meet the qualifications of Wildland/Urban Interface Coordinator in accordance with Chapter 10 of NFAP 1051, "Standard for Wildland Fire Fighter Professional Qualifications".</i></p>	Design Guidelines – Section 1.0 Section 2.0 Section 4.6	ARC
<p>4.1.2 The structure assessment shall, as a minimum, include the following:</p> <p>(1) Identification and documentation of the wildland fire hazards in the ignition zone(s) for each structure within wildland fire hazard areas, according to the elements and conditions in Section 4.2</p> <p>(2) Determination of mitigation measures for vegetation, other combustibles, and the structure, including the periodic maintenance associated with such measures</p> <p>(3) Establishment of priorities relative to mitigating the risks from wildland fire</p> <p><i>*Attached to this Appendix is a sample of the Structure Assessment form. The assessment is designed to help determine how vulnerable the structure will be during a wildland fire and to convey to the owner those items that should be mitigated so their home has a better chance to survive a wildland fire.</i></p>	Design Guidelines – Appendix Q	ARC
<p>4.1.3 The wildland fire hazard assessment shall be the basis for recommended mitigation measures relative to the vegetation, other combustibles, and structures on the site.</p>	Design Guidelines – Appendix Q	ARC
<p>4.2 Structure Assessment Elements and Conditions. As a minimum, the structure assessment shall cover elements and conditions indicated in 4.2.1 through 4.2.5.</p> <p>*</p>		
<p>4.2.1 Overview of the Surrounding Environment. The structure assessment shall document the conditions of 4.2.1.1 through 4.2.1.5 in the assessment of the surrounding environment, as they will place the structure in the most risk from ignition by a wildland fire.</p>	Design Guidelines – Appendix Q	ARC
<p>4.2.1.1* The structure assessment shall document the location of the structure in relation to predominant topographical features, such as flat open areas, ridges, saddles, steep slopes, natural chimneys like steep narrow draws, or small canyons, that will increase the ignition potential of the structure.</p>	Design Guidelines – Appendix Q	ARC
<p>4.2.1.2* The structure assessment shall document local weather conditions, including wind, relative humidity, temperature, and fine fuel moisture content.</p>	Design Guidelines – Appendix Q	ARC
<p>4.2.1.3* The structure assessment shall document nearby structures using the same criteria as the primary structure.</p>	Design Guidelines– Appendix Q	ARC

4.2.1.4* The structure assessment shall document any neighboring properties that could impact the ignition zone of the property being assessed.	Design Guidelines– Appendix Q	ARC
4.2.1.5* The structure assessment shall document the structure’s location on the slope relative to the structure’s potential exposure to heat from a wildland fire.	Design Guidelines– Appendix Q	ARC
4.2.2 From Chimney to Eaves. The structure assessment shall document the conditions of 4.2.2.1 through 4.2.2.6 to observe construction and vegetation as they place the structure in the most risk from ignition by a wildland fire.	Design Guidelines– Appendix Q	ARC
4.2.2.1* The structure assessment shall document the type and construction of roofing materials.	Design Guidelines– Appendix Q	ARC
4.2.2.2* The structure assessment shall document the condition of roofing materials and assemblies.	Design Guidelines– Appendix Q	ARC
4.2.2.3* The structure assessment shall document all skylights in roof assemblies	Design Guidelines– Appendix Q	ARC
4.2.2.4* The structure assessment shall document the potential of roof gutters and areas where exterior walls meet roof or deck surfaces to collect litter on surfaces or in crevices.	Design Guidelines– Appendix Q	ARC
4.2.2.5* The structure assessment shall document the construction materials of gutters, downspouts, and connectors.	Design Guidelines– Appendix Q	ARC
4.2.2.6* The structure assessment shall document the materials and construction used in eaves of roof overhangs.	Design Guidelines– Appendix Q	ARC
4.2.3 From Top of Exterior Wall to Foundation. The structure assessment shall document the conditions of 4.2.3.1 through 4.2.3.6 to observe construction and vegetation as they place the structure in the most risk from ignition by a wildland fire.	Design Guidelines– Appendix Q	ARC
4.2.3.1* The structure assessment shall document the materials and construction used in exterior walls and exterior siding.	Design Guidelines– Appendix Q	ARC
4.2.3.2 The structure assessment shall document the materials used for gutter downspouts and connectors on exterior walls.	Design Guidelines– Appendix Q	ARC
4.2.3.3* The structure assessment shall document the materials used in windows and other openings in vertical surfaces.	Design Guidelines– Appendix Q	ARC
4.2.3.4* The structure assessment shall document the location, size, and screening of ventilation openings.	Design Guidelines– Appendix Q	ARC
4.2.3.5* The structure assessment shall document all attached accessory structures as part of the primary structure.	Design Guidelines– Appendix Q	ARC
4.2.3.6* The structure assessment shall document areas next to or under a structure where combustible materials that present a source of flame exposure to the structure might collect.	Design Guidelines– Appendix Q	ARC
4.2.4 * From Foundation to the Immediate Landscaped Area. The structure assessment shall document the conditions of 4.2.4.1 through 4.2.4.5 to observe construction and vegetation, as they place the structure in the most risk from ignition by a wildland fire.	Design Guidelines– Appendix Q	ARC
4.2.4.1* The structure assessment shall document all vegetative fuels and other combustible materials adjacent to and within 30 ft (9 m) of the structure for their potential to contribute to the intensity and spread of wildland fire.	Design Guidelines– Appendix Q	ARC

4.2.4.2* The structure assessment shall document the presence and location of all heat and flame sources within 30 ft (9 m) of the primary structure.	Design Guidelines– Appendix Q	ARC
4.2.4.3* The structure assessment shall document all projections attached to the primary structure.	Design Guidelines– Appendix Q	ARC
4.2.4.4* The structure assessment shall document detached structures within 30 ft (9 m) of the primary structure that might be ignited by flames, radiant heat, or firebrands from wildland fires.	Design Guidelines– Appendix Q	ARC
4.2.4.5* The structure assessment shall document vehicle parking areas within 30 ft (9 m) of any surface of the structure.	Design Guidelines– Appendix Q	ARC
4.2.5 From the Immediate Landscaped Area to the Extent of the Structure Ignition Zone. The structure assessment shall document the conditions of 4.2.5.1 through 4.2.5.8 to observe construction and vegetation, as they place the structure in the most risk from ignition by a wildland fire.	Design Guidelines– Appendix Q	ARC
4.2.5.1* The structure assessment shall document vegetation within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone as potential fuel that can convey the fire to the structure.	Design Guidelines– Appendix Q	ARC
4.2.5.2* The structure assessment shall document the species and location of trees and the separation of tree crowns within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone.	Design Guidelines– Appendix Q	ARC
4.2.5.3* The structure assessment shall document the presence and location of all heat and flame sources within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone.	Design Guidelines– Appendix Q	ARC
4.2.5.4* The structure assessment shall document detached structures within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone that might be ignited by flames, radiant heat, or firebrands from wildland fires.	Design Guidelines– Appendix Q	ARC
4.2.5.5* The structure assessment shall document vehicle parking areas within the area between the outer edges of the immediate landscaped area and the extent of the structure ignition zone.	Design Guidelines– Appendix Q	ARC
4.2.5.6* The structure assessment shall document all projections attached to the primary structure that extend beyond the immediate landscaped area.	Design Guidelines– Appendix Q	ARC
4.2.5.7 The structure assessment shall document all other factors that can affect the risk of ignition or the spread of wildland fire on improved property within the structure ignition zone, including the risk of structure fires spreading to vegetation.	Design Guidelines– Appendix Q	ARC
4.2.5.8 Any structure that fails to comply with the requirements of Chapter 5 shall be deemed to increase the risk of the spread of wildland fire to improved property and the risk of fires on improved property spreading to wildland fuels.	Design Guidelines– Appendix Q	ARC

4.3 Development of Wildland Fire Hazard Mitigation Plan		
4.3.1 From the information gathered in each structure assessment, the AHJ shall require or cause to be developed a wildland fire hazard mitigation plan and schedule to address the wildland fire hazards identified in the specific structure ignition zone assessment.	Design Guidelines – Section 4.6	ARC
4.3.2 The AHJ shall work with applicable agencies and organizations to resolve any conflicts between recommended wildland fire hazard mitigation measures and mitigation measures or objectives of other hazards.	Design Guidelines – Section 4.6	ARC
4.3.3* This plan shall include, but not be limited to, the following: (1) Specific mitigation recommendations based on the hazard assessment to reduce the ignition potential around and including the structure (2) Construction modification or retrofit necessary to reduce the identified hazards as a minimum or to comply with the provisions of Chapter 5 (3) Fuel modification recommendations as specified in Chapter 6 (4) A hazard mitigation implementation and maintenance schedule approved by the AHJ	Design Guidelines – Section 4.6	ARC
4.3.4* The history of wildland fire in the area under assessment shall be considered in determining required hazard mitigation plan.	Design Guidelines – Section 4.6	ARC
4.3.5* The AHJ shall approve the mitigating measures relative to access, water supply, and construction based upon the structure assessment established in 4.1.2.	Design Guidelines – Section 4.6	ARC
4.3.6 From the information gathered in each structure assessment, the AHJ shall require or cause to be developed a wildland fire hazard severity map of each residential development area addressed.	WPMP	HOA
4.3.7 The map shall include, but not be limited to, the following data elements: (1) Homesite designations (2) Structure locations on each homesite (3) Locations of wildland fire evacuation centers or safety zones (4) Hazard severity for each homesite (5) Overlapping ignition zones	WPMP	HOA
4.4 Mitigation Implementation and Enforcement		
4.4.1 The AHJ shall require the property owner to develop and comply with the approved wildland fire hazard mitigation plan and schedule according to 4.3.1.	Design Guidelines – Section 1.0 Section 2.0 CC&Rs	ARC
4.4.2 No permit associated with construction shall be issued if the provisions of this standard are not addressed.	Design Guidelines – Section 4.7	ARC
4.4.3 No permit associated with occupancy shall be issued until the provisions of this standard are satisfied.	Design Guidelines – Section 4.7	ARC

Chapter 5 Building Design, Location, and Construction		
5.1 Construction in Wildland Areas		
5.1.1 General		
5.1.1.1 All new construction in wildland/urban interface areas shall be designed, located, and constructed to comply with this standard; NFPA 1141, Standard for Fire Protection Infrastructure for Land Development in Wildland, Rural, and Suburban Areas; and the local building code.	Design Guidelines – Section 1.0 Section 2.0 Section 3.1	ARC
5.1.1.2 In case of conflicts among this standard; NFPA 1141, Standard for Fire Protection Infrastructure for Land Development in Wildland, Rural, and Suburban Areas; and the local building code, the more stringent fire protection requirements shall be utilized to mitigate the ignition potential and combustibility of structures exposed to potential wildland fire.	Design Guidelines – Section 3.1	ARC
5.1.2 Construction Documents. The AHJ shall be provided with plans and specifications for each project regulated by this standard.	Design Guidelines – Section 4.4 Section 4.5	ARC
5.1.2.1 Construction documents shall clearly indicate the methods, materials, and processes employed to meet the requirements of this standard and the location of each structure or feature drawn to scale.	Design Guidelines – Section 4.4 Section 4.5	ARC
5.1.2.2 Construction documents shall include a vicinity map that provides details regarding the vicinity within 300ft (91 m) of property lines, including other structures, slope, vegetation, fuel breaks, water supply systems, and access roads.	Design Guidelines – Section 4.4 Appendix J	ARC
5.1.3 Location		
5.1.3.1* Separation distances between primary and accessory structures on each Homesite and structures on adjacent homesites shall not be less than 30ft (9 m).	Design Guidelines – Section 5.1	ARC
5.1.3.2* Buildings located closer than 30ft (9 m) to a vegetated slope shall require special mitigation measures as determined by the AHJ.	Design Guidelines – Section 5.1	ARC
5.1.3.3* The AHJ shall be permitted to require a noncombustible wall or barrier where sufficient space is unavailable between the structure and undisturbed native vegetation or slopes.	Design Guidelines – Section 5.1	ARC
5.1.3.4 Vegetation shall be modified to mitigate hazardous conditions within 30ft (9 m) of the foundations prior to the start of construction.	Design Guidelines – Section 8.9	ARC
5.1.3.5* All slash from vegetation modification and construction debris shall be treated or removed prior to or immediately upon completion of construction.	Design Guidelines – Section 8.10	ARC
5.2 Construction Design and Materials		
5.2.1 Ignition-resistant building materials shall maintain their fire and mechanical performance under conditions of use.	Design Guidelines – Sections 6.6 – 6.11	ARC
5.2.2 Materials shall meet the performance requirements for weathering (including exposure to temperature, moisture, and ultraviolet radiation) contained in the applicable standards for the materials and the conditions of use.	Design Guidelines – Sections 6.6 – 6.11	ARC

5.3* Roof Design and Materials		
<p>5.3.1 The requirements for roof covering assemblies shall be as follows:</p> <p>(1) Only listed roof covering tested and rated in accordance with ASTM E 108, <i>Standard Test Methods for Fire Tests of Roof Coverings</i>, or equivalent, shall be used.</p> <p>(2) The specific class shall be consistent with the wildland fire hazard assessment as determined by the AHJ.</p>	Design Guidelines – Section 6.8	ARC
<p>5.3.2 Roof gutters, downspouts, and connectors shall be non-combustible and covered with an approved means to prevent the accumulation of debris.</p>	Design Guidelines – Section 6.8	ARC
<p>5.3.3 Vents shall be screened with a corrosion-resistant, non-combustible wire mesh with the mesh opening not to exceed nominal ¼ in. (6.3 mm) in size. <i>(Westgate AHJ requires the more restrictive standard of 1/8 in. in size)</i></p>	Design Guidelines – Section 6.17	ARC
<p>5.3.4 Eaves shall be boxed in with 5/8 in. (15.5 mm) nominal sheathing or noncombustible materials or meet the requirements of 5.6.2. Tongue & Groove acceptable, must be 5/8 in.</p>	Design Guidelines – Section 6.8	ARC
<p>5.3.5 Where the roof profile allows space between the roof covering and the roof decking, the spaces shall be constructed to prevent the intrusion of flames and embers, be fire stopped with approved materials, or have additional assembly components of noncombustible materials to prevent ignition.</p>	Design Guidelines – Section 6.8	ARC
<p>5.3.6 Attic or foundation ventilation louvers or ventilation openings in vertical walls shall be covered with nominal ¼ in. (6.3 mm) mesh corrosion-resistant metal screen or other noncombustible and approved material that offers equivalent protection. <i>(Westgate AHJ requires the more restrictive standard of 1/8 in. in size)</i></p>	Design Guidelines – Section 6.17	ARC
<p>5.3.7 No attic ventilation openings or ventilation louvers shall be permitted in soffits, in eave overhangs, between rafters at eaves, or in other overhanging areas on those exposures facing hazardous vegetation, as determined by the AHJ.</p>	Design Guidelines – Section 6.17	ARC
<p>5.4 Overhanging Projections. All projections (exterior balconies, carports, decks, patio covers, unenclosed roofs and floors, and similar architectural appendages and projections) shall be of heavy timber construction; be constructed of noncombustible material, fire-retardant-treated wood, or other ignition-resistant materials; or be a 1-hour fire-rated assembly.</p>	Design Guidelines – Section 6.11	ARC
<p>5.5 Overhanging Buildings. The underside of overhanging buildings and supporting structural elements shall be of heavy timber construction; be constructed of noncombustible material, fire-retardant-treated wood, or other ignition-resistant materials; or be a 1-hour fire-rated assembly.</p>	N/A Design Guidelines – Section 6.11 is more restrictive	ARC

5.6 Exterior Vertical Walls		
5.6.1 Exterior vertical walls shall meet the requirements for heavy timber construction, ignition-resistive material, fire retardant-treated wood, or be a minimum 20-minute fire-rated assembly where walls are potentially exposed to a wildland fire, unless the AHJ determines that the wildland fire risk and structure assessment requires greater protection.	Design Guidelines – Section 6.7	ARC
5.6.2 All exterior walls shall be protected with 2 in. (50 mm) nominal solid blocking between exposed rafters at all roof overhangs, under the exterior wall covering on all sides exposed to native vegetation, as determined by the AHJ.	Design Guidelines – Section 6.8	ARC
5.6.3 When appendages and projections are attached to exterior fire-resistive walls, they shall be constructed to maintain the fire-resistive integrity of the wall.	Design Guidelines – Section 6.11	ARC
5.6.4* Structural elements that result in or could result in the collection of combustible materials proximal to the structure shall be protected.	Design Guidelines – Section 5.6, Section 6.8, Section 6.9, Section 6.11, Section 8.10	ARC
5.7 Exterior Openings		
5.7.1* Exterior windows, windows within exterior doors, and skylights shall be tempered glass, multilayered glazed panels, glass block, or have a fire resistance rating of no less than 20 minutes.	Design Guidelines – Section 6.9	ARC
5.7.2 Window screening shall be noncombustible mesh and installed to prevent the collection of firebrands and embers or their entry into open windows.	Design Guidelines – Section 6.9	ARC
5.7.3 Exterior doors shall be solid-core wood no less than 1 ³ / ₄ in. (45 mm) thick, approved noncombustible construction, or have a fire protection rating of no less than 20 minutes.	Design Guidelines – Section 6.10	ARC
5.7.4* Vents for attic and subfloor ventilation shall be screened with a corrosion-resistant wire mesh, with the mesh opening not exceeding nominal 1 ¹ / ₄ in. (6.3 mm) in size or inhibit ember intrusion in an approved manner. <i>(Westgate AHJ requires the more restrictive standard of 1/8 in. in size)</i>	Design Guidelines – Section 6.17	ARC
5.8 Chimneys and Flues		
5.8.1 Every fireplace and wood stove chimney and flue shall be provided with an approved spark arrester constructed of a minimum 12-gauge welded wire or woven wire mesh, with openings not exceeding 1 ¹ / ₂ in. (12.7 mm).	Design Guidelines – Section 6.6	ARC
5.8.2 Vegetation shall not be allowed within 10 ft (3 m) of a chimney outlet.	Design Guidelines – Section 6.6	ARC
5.9* Accessory Structure(s). Accessory structures shall be constructed to meet the requirements of this chapter or shall be separated from the main structure by a minimum of 30 ft (9 m).	Superseded by NFPA 1141 Sections 6.2.1, 6.2.2, and 6.2.3 (Design Guidelines – Section 5.1)	ARC
5.11 Vehicle Parking Areas. Vehicle parking areas within the immediate landscaped zone shall be maintained free of dry grasses and fine fuels that could be ignited by hot exhaust systems or firebrands.	Design Guidelines – Section 7.5 Rules and Regulations	HOA

5.12 Exterior Exposure Hazards		
5.12.1* Heat and flame sources that are unprotected or unsupervised shall not be permitted within 30 ft (9 m) of the primary structure.	Rules and Regulations	HOA
5.12.2 Incinerators, outdoor fireplaces, permanent barbecues, and grills shall not be built, installed, or maintained in hazardous fire areas without prior approval of the AHJ.	Design Guidelines – Section 5.5	ARC
5.12.3 Openings in incinerators, outdoor fireplaces, permanent barbecues, and grills shall be provided with an approved spark arrester, screen, or door.	Design Guidelines – Section 5.5	ARC
5.12.4 Propane tanks and other flammable or combustible liquids storage shall conform to NFPA 58, <i>Liquefied Petroleum Gas Code</i> , and the wildland fire hazard mitigation plan required in Section 4.3.	Design Guidelines – Section 7.2	
5.12.5 Other combustible materials within 30 ft (9 m) of any structure shall be removed or stored in conformance with the wildland fire hazard mitigation plan as approved by the AHJ.	Design Guidelines – Appendix Q	ARC
Chapter 6 Fuel Modification Area		
6.1* General. Where the wildland fire hazard mitigation plan requires establishment of a fuel modification area, the modifications shall extend to the limits of the structure ignition zone.	Design Guidelines – Section 5.1(e) Section 7.2 Appendix Q	ARC
6.2 Fuels Modification and Treatment		
6.2.1* Ground fuels, including native vegetation and plants used for landscaping within the defined landscaping zones, shall be treated or removed.	Design Guidelines – Section 7.2	ARC
6.2.2 Live vegetation within the fuel modification area shall have dead material removed and shall be thinned and pruned in conformance with the wildland fire mitigation plan, as approved by the AHJ.	Design Guidelines – Section 7.2 WPMP, WHMP	ARC
6.2.3 Dead and downed fuels within 30 ft (9 m) of all buildings shall be removed or treated to maintain the fuel modification area in conformance with the wildland fire mitigation plan, as approved by the AHJ.	Design Guidelines – Section 7.2 WPMP, WHMP	ARC
6.2.4 Vegetation under trees within the fuel modification area shall be maintained at a height that will preclude ground fire from spreading in the tree crown.	Design Guidelines – Section 7.2 WPMP	ARC
6.2.5* Tree crowns within the structure ignition zone shall be spaced to prevent structure ignition from radiant heat.	Design Guidelines – Section 7.2 WPMP, WHMP	ARC
6.2.6 The fuel modification plan shall include a maintenance element identifying and defining the responsibility for continued and periodic maintenance.	Design Guidelines – Section 7.2 WPMP, WHMP	ARC

APPENDIX E: WILDFIRE PROTECTION MANAGEMENT PLAN (WPMP)(INSERT SINGLE TREE REPORT)

APPENDIX F: WILDLIFE HABITAT MANAGEMENT PLAN (WHMP) (INSERT MB&G RIO LOBO REPORT)

APPENDIX G: DESIGN PROFESSIONAL APPLICATION



Design Professional Application Form

Firm Name: _____

Primary Principal Contact: _____

Address: _____

Phone: _____ Email: _____

Fax: _____ Website: _____

1. How long has your firm been in business? _____

2. Identify three completed residential projects (by address) that represent the range of the firm's stylistic design capabilities. Please provide 1-3 photos of each project (can be provided via email, website, or printed photos).

Project 1 _____

Project 2 _____

Project 3 _____

3. Provide three client references for residential projects completed within the last three years.

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

4. Provide three residential Builders who have been responsible for the construction of the firm's residential projects within the last three years.

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

5. Identify the principal participant(s) from your firm who will work on Westgate project if your firm is selected: _____

6. Westgate Design Guidelines cover very specific requirements from the National Fire Protection Association (NFPA). We require Owners, their Design Professional, their Builder, and any other key team members to read and understand the design guideline requirements, especially those pertaining to the Fire Prevention Zones and NFPA standards.

By signing this document, you are agreeing to read and understand the requirements of the Design Guidelines and acknowledge that you will abide by the guidelines and submit plans that comply.

Signed: _____ Date _____

Signed: _____ Date _____

APPENDIX H: BUILDER APPLICATION



Builder Application Form

Company Name: _____

Primary Principal Contact: _____

Address: _____

Phone: _____ Email: _____

Fax: _____ Website: _____

1. How long has your company been in business? _____

CCB# _____

2. Identify three completed residential projects (by address) that represent the range of the company's building capabilities. Please provide 1-3 photos of each project (can be provided via email, website, or printed photos).

Project 1 _____

Project 2 _____

Project 3 _____

3. Provide three client references for residential projects completed within the last three years.

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

4. Provide three architects or design professionals whom you have worked with on residential projects within the last three years in Central Oregon.

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

5. Westgate Design Guidelines cover very specific requirements from the National Fire Protection Association (NFPA). We require Owners, their Design Professional, their Builder, and any other key team members to read and understand the design guideline requirements, especially those pertaining to the Fire Prevention Zones and NFPA standards.

By signing this document, you are agreeing to read and understand the requirements of the design guidelines and acknowledge that you will abide by the guidelines.

Signed: _____ Date _____

Signed: _____ Date _____

APPENDIX I: LANDSCAPE PROFESSIONAL APPLICATION



Landscape Professional Application Form

Company Name: _____

Primary Principal Contact: _____

Address: _____

Phone: _____ Email: _____

Website: _____

1. How long has your company been in business? _____

2. Identify two completed residential projects (by address) that represent the range of the company's design capabilities. Please provide 2 photos of each project (can be provided via email, website, or printed photos).

Project 1 _____

Project 2 _____

3. Provide two client references for residential projects completed within the last two years.

Name: _____ Phone: _____

Name: _____ Phone: _____

Optional:

4. Provide two architects or design professionals whom you have worked with on projects within the last three years in Central Oregon.

Name: _____ Phone: _____

Name: _____ Phone: _____

5. Westgate Design Guidelines cover very specific requirements from the National Fire Protection Association (NFPA). We require Owners, their Design Professional, their Builder, and any other key team members to read and understand the design guideline requirements, especially those pertaining to the Fire Prevention Landscape Zones and NFPA standards.

By signing this document, you are agreeing to read and understand the requirements of the design guidelines and acknowledge that you will abide by the guidelines.

Signed: _____ Date _____

Signed: _____ Date _____

APPENDIX J: SITE VISIT and PRE-DESIGN MEETING APPLICATION



Site Visit and Pre-Design Meeting Application

Homesite # _____

Homesite Address: _____

Owner(s): _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Design Professional (if known): _____

Landscape Professional (if known): _____

Builder (if known): _____

NOTES:

For ARC use only:

Submittal date: _____

Site Visit date: _____

ARC members present: _____

Pre-Design Meeting date: _____

ARC Meeting date: _____

APPENDIX K: SCHEMATIC DESIGN SUBMITTAL FORM and CHECKLIST



Schematic Design Submittal Form and Checklist

Property Owner(s): _____

Homesite# _____ Date Received: _____

Homesite address: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Design Professional (if known): _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Builder (if known): _____

Project Manager (If applicable): _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Landscape Professional (if known): _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

House Square Footage: _____

Garage Square Footage: _____

Additional Structure(s) Square Footage: _____

TOTAL SQUARE FOOTAGE OF ALL BUILDING IMPROVEMENTS: _____

Homesite Square Footage: _____

Building Envelope Square Footage: _____

Homesite coverage: (maximum of 50% of building envelope): _____

Design Review Fee: \$5,600.00 _____ (includes fee for address marker)

ARC Refundable Deposit: \$1.00 per total square footage _____

Please make checks payable to Westgate HOA.

Owner(s) Signature: _____

By submitting and signing this document, the Owner(s) acknowledges they, their Design Professional, Builder and Landscape Professional have all read Westgate Design Guidelines and will work together to provide a design that complies with the current Design Guidelines.

For ARC use only:

Site visit date: _____

Pre-Design Meeting date: _____

Submittal date: _____

ARC Meeting date: _____

Schematic Design Review Requirements

The deadline for Schematic Design Review submittals is two (2) weeks prior to the ARC meeting. ARC meetings are held each Wednesday unless there is no business. Any submittals you intend to present and have reviewed need to be submitted to the ARC office, and accepted as complete, no later than two weeks prior to the scheduled meeting. Checks for the applicable fees and deposits must accompany all submittals. ALL submittals will be reviewed for completeness when received. Incomplete submittals will NOT be accepted for review. Design professionals are requested to present the schematic plan to the ARC at the Schematic Design Review meeting.

The following items are required to be submitted via email for the Schematic Design Review:

- A scanned PDF of the completed Schematic Design Review Form
- PDFs of the entire submittal package, including all required drawings and documents.
- All drawings must be compiled into a single PDF document.

Email the PDFs to the following email address: chelsea@westgatebend.com.

- In lieu of emailing the above items, a USB flash drive containing all of the required drawings and documents may be delivered to Westgate ARC c/o Empire Westgate LLC, 63026 NE Lower Meadow Drive, Suite 200, Bend, Oregon 97701.

The applicant must also mail or deliver the following to Westgate ARC c/o Empire Westgate LLC, 63026 NE Lower Meadow Drive, Suite 200, Bend, Oregon 97701:

- A copy of the completed Schematic Design Review Form.
- Two (2) full-sized hard copies of the entire submittal package (max. sheet size 30" x 42", 24"x36" is preferred).
- One (1) hard copy of the entire submittal package in an 11x17 landscape format at a legible scale.
- One check to cover the required Design Review Fees and a second check to cover the refundable deposit, both made payable to Westgate HOA

Schematic Design Review Requirements and Checklist

The following plans, drawings and documents are required for a Schematic Design Review submittal (include this completed check list with schematic application):

SITE PLAN

- ___ Drawing Scale (no smaller than 1" = 20')
- ___ North Arrow
- ___ Property boundaries, setbacks, and all easements (includes 12ft PUE AND 20ft property frontage native landscape)
- ___ Surveyed site topography at one-foot intervals **stamped and signed by an Oregon Licensed Civil Engineer or Land Surveyor**. This survey must not include any improvements.
- ___ Proposed grade changes at one-foot intervals
- ___ The location, type, and size of all trees 8" and larger at DBH on the site with a clear indication of the trees that are to be removed
- ___ Rock outcroppings
- ___ Utility and septic stub locations and routing. If a gas fire pit is proposed, gas line must be shown to the fire pit on plan
- ___ Building footprint(s)
- ___ Proposed grade elevation of the first floor of all structures
- ___ Grade elevations of the major corners of the foundation in relationship to existing grade
- ___ Roof overhangs
- ___ Highest ridge elevation in relationship to existing grade
- ___ Site improvements
- ___ Driveway and parking areas. Both must be labeled on the plan.
- ___ Walkways. All walkways must be clearly labeled on the plan.
- ___ Courtyards. All courtyards must be clearly labeled on the plan.

___ Decks, patios, terraces. If labeled as a “deck”, the ARC will review this as wooden materials will be proposed. If it is labeled as a “patio”, the ARC will review this material will be hardscape. If the plan shows a deck or a **covered** patio, Zone 1 on the landscape plan must extend 30 feet from the deck or covered patio extension of the structure.

___ Fire pits, fireplaces, and built in BBQs. All applicable must be clearly shown and labeled on the plan.

___ Spa/hot tub facilities (to include screening)

___ Rockery walls and retaining walls with an indication of height and materials

___ Service yards, fences

___ Lot Coverage Summary

___ Total lot area

___ Percentage of lot coverage

SEPTIC SITE AND DRAIN FIELD LOCATIONS

___ Primary Septic Site and Drain Field Location

___ Replacement System Location

CONSTRUCTION AREA PLAN

___ The Site Plan is to serve as the base for this plan

___ Drawing Scale (recommended: 1" = 10')

___ North Arrow

___ Define the general location of the Construction Area (See Section 8.1 for details)

FLOOR PLANS

___ Drawing Scale: 1/4" = 1' or a scale that is legible in the format submitted

___ North Arrow

___ Square footage of each floor level

___ Building floor plans must be shown in their correct orientation

___ Fire pits, fireplaces, and built in BBQs. Must match what is shown on site plan.

BUILDING ELEVATIONS

___ Drawing Scale: match scale used for the floor plans

___ All exterior components, features, and materials clearly identified

___ Elevation of the highest point of the roof ridge in relation to the existing grade noted on each building elevation

___ Accurate existing and proposed grades drawn and noted on each building elevation

LANDSCAPE PLAN (CONCEPTUAL)

___ Drawing Scale (recommended: 1" = 10')

___ North Arrow

___ Demonstration of defensible landscape zones 1, 2, and 3 as they relate to the building footprints (See Appendix B)

___ Reminder: Zone 1 encircles all structures and all attachments (decks, covered patios, fences)

___ Property boundaries, setbacks, and all easements (includes 12ft PUE & 20ft Native Landscape Setback)

___ Landscape plan must be submitted in color

___ Fire pits, fireplaces, and built in BBQs. All applicable must be clearly shown and labeled on the plan to match site plan. Spa/hot tub facilities (to include screening). All applicable must be clearly shown and labeled on the plan to match site plan.

___ Driveway and parking areas. Both must be labeled on the plan to match site plan.

___ Walkways. All walkways must be clearly labeled on the plan to match site plan.

___ Courtyards. All courtyards must be clearly labeled on the plan to match site plan.

APPENDIX L: FINAL DESIGN SUBMITTAL FORM and CHECKLIST



Final Design Submittal Form and Checklist

Property Owner(s): _____

Homesite# _____ Date Received: _____

Homesite address: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Design Professional: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Builder: _____

Project Manager (If applicable): _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Landscape Professional: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

House Square Footage: _____

Garage Square Footage: _____

Additional Structure(s) Square Footage: _____

TOTAL SQUARE FOOTAGE OF ALL BUILDING IMPROVEMENTS: _____

Homesite Square Footage: _____

Building Envelope Square Footage: _____

Homesite coverage: (maximum of 50% of building envelope): _____

By submitting and signing this document, the Owner(s) acknowledges they, their Design Professional, Builder and Landscape Professional have all read Westgate Design Guidelines and will work together to provide a design that complies with the current Design Guidelines.

Owner(s) Signature: _____

For ARC use only:

Site visit date: _____

Submittal date: _____

ARC Meeting date: _____

Final Design Review Requirements

ARC meetings are held on an as-needed basis, which means any submittals you intend to have reviewed need to be submitted to the ARC office, and accepted as complete, prior to being reviewed by the ARC. ALL submittals will be reviewed for completeness when received. Incomplete submittals will NOT be accepted for review.

The following items are required to be submitted via email for the Final Design Review:

- A scanned PDF of the completed Final Design Review Form
- PDFs of the entire submittal package, including all required drawings and documents.
- All drawings must be compiled into a single PDF document.

Email the PDFs to the following email address: chelsea@westgatebend.com

- In lieu of emailing the above items, a USB flash drive containing all of the required drawings and documents may be delivered to Westgate ARC c/o Brooks Resources, Empire Westgate LLC, 63026 NE Lower Meadow Drive, Suite 200, Bend, Oregon 97701.

The applicant must also mail or deliver the following to Westgate ARC c/o Empire Westgate LLC, 63026 NE Lower Meadow Drive, Suite 200, Bend, Oregon 97701:

- A copy of the completed Final Design Review Form
- Two (2) full-sized hard copies of the entire submittal package (max. sheet size 30" x 42", 24"x36" is preferred)
- Two (2) complete Landscape and Irrigation Plans
- One (1) hard copy of the entire submittal package in an 11x17 landscape format at a legible scale

Final Design Review Requirements and Checklist

Items to Note prior to the start of construction:

- Excavation and construction must begin within 12 months of the ARC Final Approval Letter. If construction has not begun within 12 months of receiving approval, the application and approval expire and 100% of the refundable deposit will be returned to the Owner. If the Owner wishes to proceed with construction at a later date, a new application process and approval will be required.
- Westgate ARC assumes no liability for encroachments into platted setbacks, solar setbacks, easements, or neighboring property. The ARC recommends the use of a licensed civil engineer or surveyor to locate all proposed improvements prior to commencing construction and to check the plat map of your Homesite and its property lines and setbacks avoiding encroachments and trespass.
- The ARC may require the Owner to re-stake the major corners of a residence or other structures in their evaluation of the Final Design Review.

NFPA Standards 1144 – Please be sure to review Section 5.2 (p10); the applicable NFPA Standards relative to construction and landscape in Westgate. Details are outlined in Sections 5 and 6 regarding the construction requirements and landscape and fuel modification treatments required in the Fire Prevention Zones. Appendix B – The Defensible Zone Diagram and Appendix F – the Wildfire Protection Management Plan (WPMP) address the specific requirements that Owners and Westgate Homeowners' Association are responsible for to maintain compliance with the Deschutes County land use approval for Westgate, Westgate CC&Rs, and these Design Guidelines.

The following plans, drawings, and documents are required for a Final Design Review submittal (include this completed check list with final application):

SITE PLAN

- ___ Drawing Scale (no smaller than 1" = 20')
- ___ North Arrow
- ___ Property boundaries, setbacks, and all easements (includes 12ft PUE & 20ft Native Landscape Setback)
- ___ Surveyed site topography at one-foot intervals

- ___ Proposed grade changes at one-foot intervals
- ___ The location, type, and size of all trees 8" and larger at DBH on the site with a clear indication of the trees that are to be removed. Trees to be removed shall be flagged with blue tape.
- ___ Rock outcroppings
- ___ Utility and septic stub locations and routing
- ___ Building footprint(s)
- ___ Proposed grade elevation of the first floor of all structures
- ___ Grade elevations of the major corners of the foundation in relationship to existing grade
- ___ Roof overhangs
- ___ Highest ridge elevation in relationship to existing grade
- ___ Site improvements
- ___ Driveway and parking areas
- ___ Walkways
- ___ Courtyards
- ___ Decks, patios, terraces
- ___ Spa/hot tub facilities (to include screening)
- ___ Rockery walls and retaining walls with an indication of height and materials
- ___ Service yards, fences
- ___ Lot Coverage calculation

DRAINAGE PLAN

- ___ The Site Plan is to serve as the base for this plan
- ___ Drawing Scale (no smaller than 1" = 20')
- ___ North Arrow
- ___ All drainage patterns and on-site retention and disposal areas to be shown on the plan
- ___ Document outlining storm water assumptions and calculations

SEPTIC SITE LOCATION

- ___ Indicate location on site plan of Initial System and type of system

CONSTRUCTION AREA PLAN

- ___ The Site Plan is to serve as the base for this plan
- ___ Drawing Scale (recommended: 1" = 10')
- ___ North Arrow
- ___ Tree protection fencing
- ___ Construction material storage and staging areas
- ___ Parking areas with maximum number of spaces provided
- ___ Location of the sanitary facility, dumpster and debris storage, temporary power, fire extinguisher & water supply
- ___ Location of designated and safe cigarette disposal area (Per Section 8.14)
- ___ Concrete wash pit area
- ___ Utility trenching
- ___ Limits of excavation
- ___ Erosion control measures for the site

FLOOR PLANS

- ___ Drawing Scale: 1/4" = 1' or a scale that is legible in the format submitted
- ___ North Arrow
- ___ Square footage of each floor level

- ___ Building floor plans must be shown in their correct orientation
- ___ Roof plan must show sloped and flat areas, overhangs, skylights, solar applications, chimneys and all other related appurtenances
- ___ Note and confirm on plans that an automatic sprinkler system will be installed in accordance with NFPA Standard 13 (Section 6.18)
- ___ Venting (per Section 6.17) - Note and confirm on plans that attic and foundation vents will be screened with a corrosion-resistant, non-combustible wire mesh opening not to exceed 1/8" in size

BUILDING ELEVATIONS

- ___ Drawing Scale: match scale used for the floor plans
- ___ All exterior components, features, and materials clearly identified
- ___ Elevation of the highest point of the roof ridge in relation to the existing grade noted on each building elevation
- ___ Accurate existing and proposed grades drawn and noted on each building elevation
- ___ Each building elevation must be shown in their correct orientation
- ___ Fire pits, fireplaces and built-in barbeques—show compliance with Section 5.5 and provide details of these components
- ___ Exterior lighting locations and cut sheets of proposed fixtures

DETAIL DRAWINGS

Be sure details correspond to Building Elevation drawings (see example exhibits on page 92)

- ___ Materials and configurations of exterior building components such as columns, fascia's, eaves, trims, soffits, chimney shrouds, masonry components, deck screen walls, exterior window and door trim
- ___ Venting (per Section 6.17) - Note and confirm on plans that attic and foundation vents will be screened with a corrosion-resistant, non-combustible wire mesh opening not to exceed 1/8" in size

SITE STAKING

- ___ String setback line only where it is within 20 feet of a structure/improvement
- ___ String layout of the corners of the foundations of the dwelling, accessory structures, decks patios, terraces, retaining walls, rockery walls, and any other site improvements required to be built within the Building Envelope
- ___ Stake out driveway

SAMPLE COLOR BOARD

- ___ No smaller than 18"x18" and no larger than 18"x24"
- ___ To be constructed from plywood or a similar material. A handle must be attached to the back of board for ease of moving
- ___ Owner name and Homesite number must be labeled on the back
- ___ ALL exterior colors, textures and materials must be attached to the front of the board, including roof and flashing materials, siding or exterior wall material, exterior trim, exterior stone, window materials, walkway and driveway materials if other than asphalt
- ___ NFPA standards: Note that materials proposed meet NFPA standards as outlined in Section 6.7

LANDSCAPE PLAN (please provide in color)

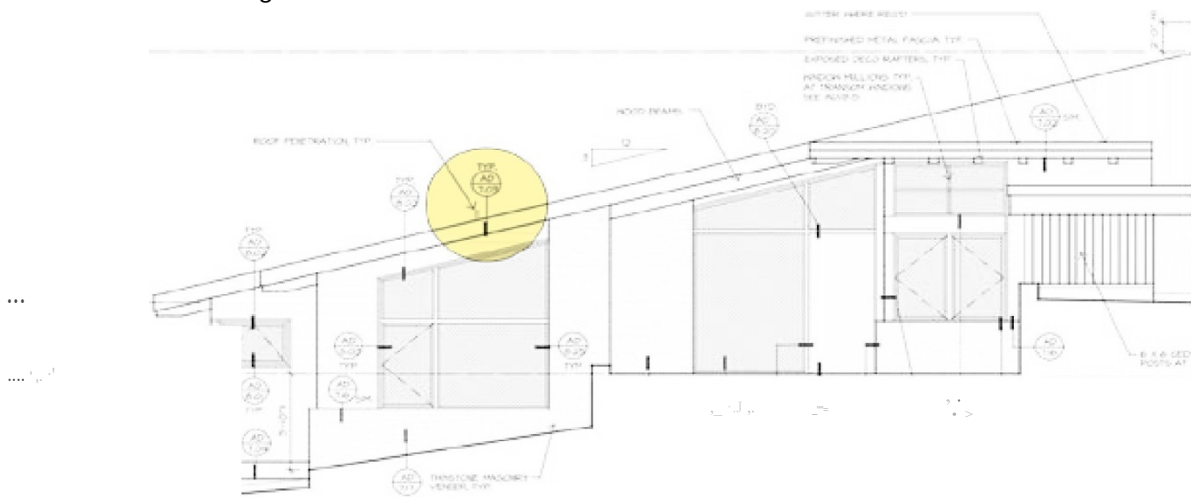
- ___ Drawing Scale (no smaller than 1" = 20')
- ___ North Arrow
- ___ All building footprint locations, roof plan (including overhangs), and driveway
- ___ Defensible landscape zones 1, 2, and 3 as they relate to the building footprints on landscape plan, not irrigation plan (See Appendix B)
- ___ All trees and plants proposed in each of the Fire Prevention Zones (types, locations, quantities, and sizes)
- ___ See Appendix C for site planting diagram and approved landscape materials
- ___ Property lines, setbacks and all other easements (includes 12ft PUE & 20ft Native Landscape setback)

- ___ Grading plan with existing contours of the site slope (to coincide with the construction plan) and proposed changes both at one-foot intervals
- ___ Retaining and/or site wall locations, heights and materials
- ___ Fencing locations, heights and materials
- ___ All tree and rock outcropping locations (Trees which are proposed for removal must be clearly designated on the plan)
- ___ Landscape Plan must include the entire lot
- ___ Walkways, paths, decks and/or patios, parking areas, service yard/trash storage, firewood storage, spa/hot tub facilities and HVAC with appropriate screening
- ___ Proposed utility lines. This includes gas line shown and labeled for outdoor fire pit.
- ___ Proposed irrigation system layout on separate page
- ___ Landscape lighting plan and cut sheet of proposed fixtures. Lighting plan must be Dark Sky compliant.
- ___ Address marker location

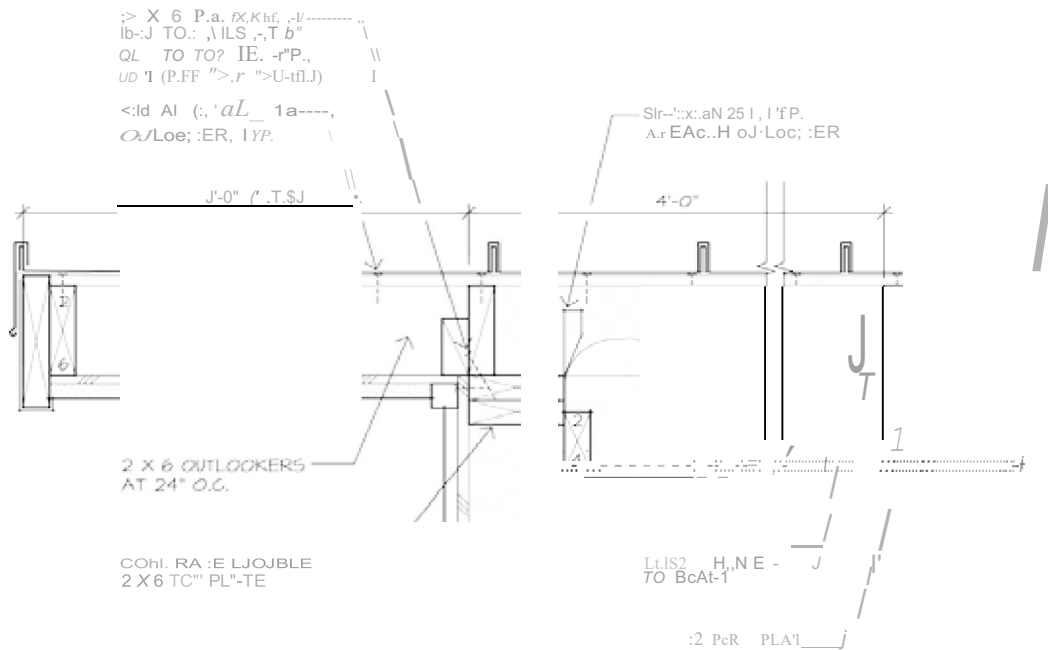
IRRIGATION PLAN (please provide in color)

- ___ Drawing Scale (no smaller than 1" = 20'). Must include scale bar.
- ___ North Arrow
- ___ All building footprint locations, roof plan (including overhangs), and driveway
- ___ Defensible landscape zones 1, 2, and 3 as they relate to the building footprints on landscape plan, not irrigation plan (See Appendix B)
- ___ All trees and plants proposed in each of the Fire Prevention Zones (types, locations, quantities, and sizes) to match the landscape plan. See Appendix C for site planting diagram and approved landscape materials
- ___ Property lines, setbacks and all other easements (includes 12ft PUE & 20ft Native Landscape setback)
- ___ Grading plan with existing contours of the site slope (to coincide with the construction plan) and proposed changes both at one-foot intervals
- ___ Storm water swales
- ___ Irrigation head, bubbler locations and drip irrigation tubing run locations
- ___ Irrigation Zones
- ___ Mainline and Lateral Piping
- ___ Irrigation Head and Pipe Schedule
- ___ Walkways, sidewalks, paths, decks and/or patios, hardscape to match the landscape plan
- ___ Component locations including, but not limited to, point of connection, system controller, water meter, backflow preventer, shut-off valves and control valve.
- ___ All proposed utility line locations. This includes gas line shown and labeled for outdoor fire pit.

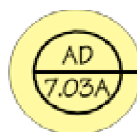
Example Architectural Detail Drawings



L A S T E E A T I O N



N> 1" : 1" ADI(LO); 1"0'x
f) ICAI IUI FS.



RAKE DETAIL AT 3' 0" OVERHANG

SCALE: 1/2" = 1'-0"

APPENDIX M: FINAL INSPECTION REQUEST FORM



Final Inspection Request Form

Date: _____

Homesite # _____

Homesite Address: _____

Owner(s): _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Design Professional: _____

Landscape Professional: _____

Builder: _____

Date of Completion: _____

For ARC use only:

Date of Final Inspection: _____

ARC members present: _____

APPENDIX N: REMODEL, ALTERATION or ADDITION SUBMITTAL FORM



Remodel, Alteration or Additional Submittal Form

Property Owner(s): _____

Homesite# _____ Date Received: _____

Homesite Address: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Design Professional: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Builder: _____

Project Manager (If applicable): _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

Landscape Professional: _____

Mailing Address: _____

City/ST/Zip: _____

Phone Number(s): _____

Email address(es): _____

House Square Footage: _____

Garage Square Footage: _____

Additional Structure(s) Square Footage: _____

TOTAL SQUARE FOOTAGE OF ALL BUILDING IMPROVEMENTS: _____

PROPOSED ADDITIONAL SQUARE FOOTAGE: _____

NEW TOTAL SQUARE FOOTAGE OF ALL BUILDING IMPROVEMENTS: _____

Please provide a brief explanation of remodel, alteration or addition being proposed:

Does the applicant wish to present the proposal to the ARC? ___ Yes ___ No

(If yes, the applicant will be notified to schedule the presentation)

At minimum with this submittal, please provide the same details required in the Schematic Design Review unless otherwise directed by the ARC. The ARC reserves the right to require less or more depending on the scope of the remodel, addition or alteration.

Application Fee: \$1,000.00

ARC Refundable Deposit \$1.00 per proposed new square footage _____

Owner(s) Signature: _____

For ARC use only:

Site visit date: _____

Submittal date: _____

ARC Meeting date: _____

Exhibit O
Schedule of Fines for Violations of Governing Documents of Westgate
Westgate Homeowners Association Fine Schedule Process

Dated: September 2016

The following process and fine schedule shall apply to violations of any of the Governing Documents, as may be amended from time to time (Declaration of Protective Covenants, Conditions, Restrictions and Easements for Westgate, the Association Bylaws, the Architectural Guidelines, and the Association Rules and Regulations). The enforcing body will be the Board of Directors of the Association (the "Board") but may rely on information provided by the Architectural Review Committee (the "ARC"), the ARC Appeals Committee and or any other information deemed relevant by the Board.

1. Notice. A written notice of an alleged violation will be mailed by the Board to the applicable owner. Such notice shall provide the owner with 21 days from the date of the notice to do one of the following:
 - (a) Correct the alleged violation; or
 - (b) Contact the Board and negotiate a timeline for correction; or
 - (c) Request a hearing in front of the Board.
2. Hearing.
 - (a) In the event that the owner elects to request a hearing, the Board shall schedule one within 30 days of receipt of the request and will advise all Westgate owners of the hearing.
 - (b) At the hearing, the owner shall be given a reasonable opportunity to address the Board and to present evidence in support of his or her alleged violation.
 - (c) Any parties opposing the owner's position (such as another owner within Westgate) shall likewise have a reasonable opportunity to address the Board and to present evidence of the alleged violation and/or to counter the evidence provided by the owner.
 - (d) Subject to the foregoing, the balance of the process shall be left to the discretion of the Board.
 - (e) The Board shall have the authority to continue the hearing to a later date to allow for the collection of additional evidence and/or to extend deliberations if the Board deems the same necessary.
 - (f) The Board shall render its final decision in writing within thirty (30) days after the close of the hearing.
 - (g) In the event that the Board rules against the owner, the owner shall have thirty (30) days to correct the violation or be subject to fines and costs as provided in the attached schedule.
 - (h) The owner shall bear his or her own costs and expenses in connection with the alleged violation regardless of the outcome.
3. In the event that the owner does not request a hearing within the thirty (30) day period the Board shall then have immediate authority to impose fines and costs in accordance with the attached schedule.
4. Each violation may be assessed again monthly until the violation has been remedied.
5. In the event that the alleged violation relates to Article VI, Section 6.3 and/or Section 6.6 the owner charged with a violation shall immediately cease construction or other development work until such time as the alleged violation has been resolved, whether through remediation of the violation or a decision in favor of the owner through the hearings process.
6. All fines and costs levied hereunder as well as all costs incurred by the Association in connection with enforcing the CC&Rs against any owner (but specifically excluding costs associated with a hearing for an owner who substantially prevails after such hearing) shall be additional assessments against the applicable owner's lot under the CC&Rs.
7. Any fines levied against an owner shall be payable within thirty (30) days after the date of written notice of the imposition of the fine. If all fines, costs and late fees are not timely paid, they will bear interest from the initial due date at the lesser rate of (i) twelve percent (12%) or (ii) the maximum rate permitted under applicable law. If fines and late fees are not paid within 90 days of the Board's final decision, the Association may place a lien on the owner's lot and may foreclose the same. The owner shall reimburse the Association for all costs associated with the lien, including, without limitation, all foreclosure costs, attorneys' fees and expenses. All fines received by the Board will be deposited in the Homeowner Association's operating account.



Fine Schedule and Enforcement Policy

BACKGROUND

Homeowners purchased their home or a lot to build a home in Westgate development in order to enjoy the attractive residential environment that the development provides. However, the purchase of a home in this community also imposes a legal obligation on all homeowners to adhere to the Covenants, Conditions & Restrictions (CC&Rs), By-Laws, Design Guidelines and related policies. A home's purchase in Westgate comes with a clear expectation that the CC&Rs, By-Laws, Design Guidelines and policies will be enforced on all homeowners in order to maintain an attractive and well-kept neighborhood with common amenities.

POLICY STATEMENT

The attached Schedule of Fines has been prepared by the Westgate HOA Board of Directors. It identifies specific violations of the CC&Rs, By-Laws and policies and the corresponding penalty for each of those violations. This policy also specifies that a fine may only be imposed after the owner has been sent written notice that a fine is being considered and is provided a reasonable opportunity to be heard regarding the alleged violation by the Board of Directors or a designated representative.

A. VIOLATIONS, COMPLAINTS, and NOTIFICATION:

1. Courtesy Reminder. Since the purpose of this resolution is to maintain quality in our neighborhood and not to collect fines, the Association will, in most cases, first try to correct problems without imposing fines. Homeowners may be informally contacted (typically by the Manager) to explain the complaint and the violation and to discuss the need and plans for remedy. If the informal communication does not resolve the issue or if informal communication is not utilized, an owner will be provided with a written "Courtesy reminder" explaining the violation and the expected remedy and providing a reasonable time for the homeowner to correct the violation. With communication and cooperation from the homeowner, this is typically adequate to eliminate or sufficiently reduce the concern and resolve the complaint. If not, the complaint may be escalated and a fine imposed or other action taken.

2. Notification Letter. Before a fine may be imposed, the owner will receive a Notification Letter emailed and/or mailed to their address of record with the following information:

A. A description of the alleged violation.

B. The timeline required to avoid being assessed a fine. This may vary depending on the violation and the owner's history with violations.

C. The consequences for not correcting the problem as required, including the amount of the fines, the date those fines will be imposed, and any ongoing accrual of fines.

D. A statement of the owner’s right to have a hearing, the procedure for such hearing, and a deadline for requesting this hearing is explained in Exhibit O of the Design Guidelines.

NOTE: Repeat violations may not be subject to notice and cure periods. For example, an owner who repeatedly allows their pet outside off-leash after an initial warning will not be entitled to repeated notices and cure periods prior to incurring fines for subsequent violations.

Exception of Notice Procedure:

Violations posing a threat to the health, safety, and/or welfare of the community as a whole or any one or more other owners may require immediate action and thus create exceptions to the foregoing notice provisions. Examples of health, safety, and welfare violations include, but are not limited to, erosion control; threat of fire; risk of injury to people; risk of damage to neighboring properties.

Violations causing fees or fines to be assessed upon the Association by outside entities (Department of Environmental Quality or any other state or local agencies or vendors) are not subject to the foregoing notice provisions and will immediately become the responsibility of the Violator.

B. SCHEDULE OF FINES:

DESCRIPTION OF VIOLATION	TIME TO CURE VIOLATION	INITIAL FINE	WEEKLY/ MONTHLY CONTINUAL FINE
Yard / Landscaping not maintained (weeds, overgrowth)	7 days	\$50.00	\$50/week
Damage to HOA property including, but not limited to common areas and structures*	72 hrs.	Minimum \$100.00	Minimum \$100/week
Pet off a leash	24 hrs.	\$100.00	\$250/occurrence after initial violation
Failure to gain approval from the Architectural Review Committee (“ARC”) for any property improvements / renovations. (including, but not limited to: painting doors and trim a different color, adding storage buildings, adding additional concrete other than repair to existing parking pads, etc.)	60 days	\$100.00	\$250/month
Property not maintained (including, but not limited to: roofing, exterior structures and surfaces to include siding must be clean and in good repair.)	30 days	\$100.00	\$100/month

Improper parking of vehicles in violation of the CC&Rs and/or Association Rules & Regulations.	72 hrs.	\$100.00	\$100/week
Landscaping not installed per ARC-approved plan	none	\$500.00	\$1,000/month
Landscaping not completed within (90) days of Construction Completion	90 days	\$500.00	\$500/month
Non-compliance with Wildfire Mitigation & Protection	7 days	\$100.00	\$100/weekly
Non-compliance with ARC procedures	7 days	\$100.00	\$500/month
Construction violation (Section 8.0 ARC Design Guidelines)	24 hours	\$100.00	\$100/weekly

*Fines imposed for damages are separate from, and in addition to, the cost of repairing or replacing any damaged items or property.

The above list is not complete or comprehensive. All other violations not listed or specified above will result in reasonable fines of up to \$500.00 per violation, assessed weekly until the violation is cured.

Homeowners are responsible for damage caused to the common areas by themselves, their guest or renters. **It is the homeowner's responsibility to inform their guests and or renters of the rules and regulations and each homeowners is solely responsible for any fines assessed in connection with the use and occupancy of their lot.**

APPENDIX P: EVACUATION PLAN and OWNER FORM

Emergency Evacuation Information Form and Instructions

Westgate developer and Owner Association Board of Directors is working with the Deschutes County Sheriff's Emergency response team to provide information should the need to evacuate Westgate occurs. The following information assists in alerting residents and provides evacuation officials information which could assist their efforts evacuating the community. This information will be held in the Association business office and will be shared with evacuation officials and the fire department only. Please complete the form as the information applies to your household. Please return this form to Westgate HOA, c/o Empire Westgate LLC, 63026 NE Lower Meadow Drive, Suite 200, Bend, Oregon 97701. Thank you!

() Check here if the lot is vacant and no home is built yet. Please complete the information in bold below. When the property is occupied, please update these records with complete information.

() Check here if you are BOTH the property owner and the occupant. If you are NOT the occupant, please skip to the Property Owner section and complete the information below:

Westgate Street Address: _____ **Lot#:** _____

Occupant Name: _____

Occupant Mailing Address (if different from Tree Farm location): _____

Occupant Landline Phone: _____ Occupant Cell: _____

Second Cell: _____ Occupant Email: _____

Property Owner (if different from occupant): _____

Property Owner Mailing Address: _____

Property Owner Landline Phone: _____ **Property Owner Cell:** _____

Second Cell: _____ **Property Owner Email:** _____

Total Number Living in Household:

of Adults (over 18 yrs of age): _____ Name: _____

Name: _____ Name: _____

of Youth (18 yrs or younger): _____ Name: _____

Name: _____ Name: _____

Name: _____ Name: _____

Any person with a special need(s) or assistance to evacuate? _____

Name: _____ Age: _____ Need: _____

Name: _____ Age: _____ Need: _____

Is there Oxygen in the house? () yes () no

Materials stored on property: () Oxygen () Gasoline () Other flammable mat'l? _____

Animals kept on property?

How many Dog(s): Name: _____ Age: ___ Breed: _____

Name: _____ Age: _____ Breed: _____

How many Cat(s): Name: _____ Age: ___ Breed: _____

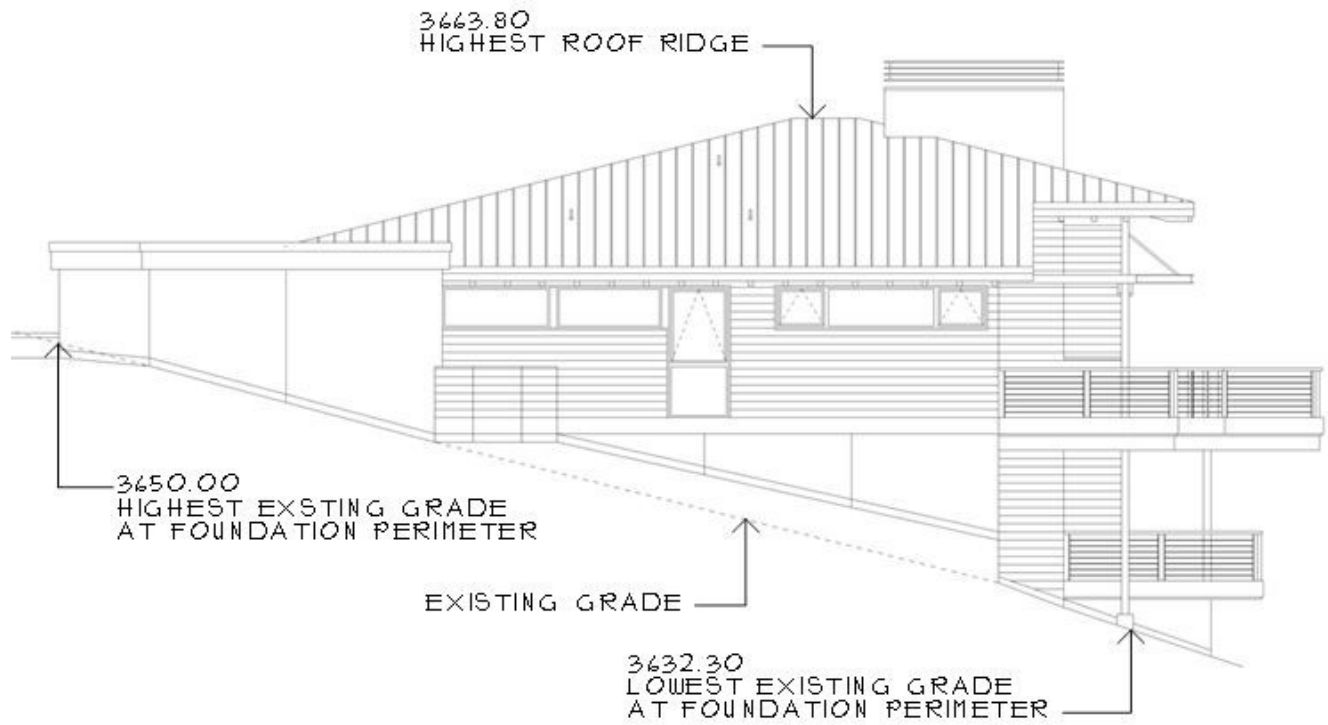
Name: _____ Age: _____ Breed: _____

Other pet(s): _____

Signature: _____ Date: _____

Owner Emergency Evacuation Route is south of Sage Steppe Drive, across vacant land,
exiting on Crosby Drive by Miller Elementary School.

APPENDIX Q: BUILDING HEIGHT EXHIBIT



HEIGHT CALCULATION:

$$3663.8 - [(3650.00 + 3632.30) / 2] = 22.65'$$

EXTERIOR ELEVATION

APPENDIX R: HOME IGNITION ZONE STRUCTURE ASSESSMENT GUIDE



Home Ignition Zone Structure Assessment Guide

Based on applicable standards of NFPA 1144, Chapter 4 and Annex A

Name of Assessor: _____

Date of Assessment:	Property Address:	Resident Name:	Property Owner:
---------------------	-------------------	----------------	-----------------

Assessment Area	Mitigation Recommendations	Implementation time
<p>Overview of the Surrounding Environment:</p> <p>Document the location of the structure in relation to predominant topographical features, such as flat open areas, ridges, saddles, steep slopes, natural chimneys like steep narrow draws, or small canyons that will increase the ignition potential of the structure.</p>		
<p>Document local weather conditions, including wind, relative humidity, temperature, and fine fuel moisture content.</p>		
<p>Document nearby structures using the same criteria as the primary structure and any neighboring properties that could impact the ignition zone of the property being assessed.</p>		
<p>Document the structure's location on the slope relative to the structure's potential exposure to heat from a wildland fire.</p>		
<p>From Chimney to Eaves:</p> <p>Document the type, construction and condition of:</p> <ul style="list-style-type: none"> • roofing materials and assemblies, • all skylights, • the potential of roof gutters and areas where exterior walls meet roof or deck surfaces to collect litter on surfaces or in crevices, • the construction materials of gutters, downspouts, and connectors, and • the materials and construction used in eaves and roof overhangs 		

<p>From Top of Exterior Wall to Foundation.</p> <p>Document the materials and construction used in:</p> <ul style="list-style-type: none"> • exterior walls and exterior siding, • materials used for gutter downspouts and connectors on exterior walls, • the materials used in windows and other openings in vertical surfaces, • the location, size, and screening of ventilation openings, and • all attached accessory structures as part of the primary structure. • Identify areas next to or under a structure where combustible materials that present a source of flame exposure to the structure might collect. 		
<p>From Foundation to the Immediate Landscaped Area.</p> <p>Document all vegetative fuels and other combustible materials adjacent to and within 30 ft (9 m) of the structure for:</p> <ul style="list-style-type: none"> • their potential to contribute to the intensity and spread of wildland fire, • the presence and location of all heat and flame sources, detached structures, vehicle parking areas, and • all projections attached to the primary structure that might be ignited by flames, radiant heat, or firebrands from wildland fires. 		
<p>From the Immediate Landscaped Area to the Extent of the Structure Ignition Zone.</p> <p>Document vegetation within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone as potential fuel that can convey the fire to the structure.</p>		
<p>Document within the area between the outer edge of the immediate landscaped area and the extent of the structure ignition zone:</p> <ul style="list-style-type: none"> • the species and location of trees and the separation of tree crowns, • the presence and location of all heat and flame sources, • detached structures, vehicle parking areas and all other factors that can affect the risk of ignition or the spread of wildland fire on improved property that might be ignited by flames, radiant heat, or firebrands from wildland fires, • all projections attached to the primary structure that extend beyond the immediate landscaped area. 		

Other Mitigating Factors:

- Are there other mitigating factors on the property noted by the assessor not otherwise covered in this Assessment Guide?