

# DEER GLEN

## Design Review Handbook

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# DEER GLEN

## Design Review Requirements

### *Definition*

**Per CC&R's Section 3. Design Review** *Owners, purchasers and occupants of each lot covenant and agree that no building, driveway, fence, wall or other structure of any type shall be commenced, erected or maintained within the properties, nor shall any exterior addition, change or alteration be made until the plans and specifications showing the nature, kind, shape, height, materials and location by site plan of the same shall have been submitted to and approved in writing by the Design Review Committee as to the quality of workmanship and materials planned, for harmony of external design and location in relation to surrounding structures and topography, building setback restrictions and finish grade elevations, and for conformity with the requirements herein, or as modified from time to time by the Association, subject to adopted fees, fines and procedures.*

### *Process*

New Home Plans must be approved by the City of Gresham prior to submittal to the Deer Glen Design Review Committee. Plans to be submitted to the Deer Glen Design Review Committee within 30 days of approval by the City. Review of and compliance with the City of Gresham Habitat Conservation Area Overlay is necessary.

Attached "Application for Design Review" to be completed and submitted to KMO, Inc. office at 15 NE 3<sup>rd</sup> Street, Gresham. Design Review Fees, payable to KMO, Inc., to be included with application submittal as follows:

#### Design Review Fee(s)

|  |  |
|--|--|
| New Home Plans                                       | <u>\$200.00 Payable with Application</u> |
| Landscaping, Fence, Wall,<br>Structural Modification | <u>\$100.00 Payable with Application</u> |

In addition to Design Review Fee, property owner to be invoiced for street sweeping service during construction phase.

Initial Design Review Committee to be managed by KMO, Inc. and to consist of the following members –

- 3 Deer Glen Builders
- 2 Realtor Representatives

Following build-out, the Design Review Committee will be appointed by the Homeowner Association Board of Directors.

All buildings and other structures must be designed by a registered architect, a professional building designer, or by another qualified person or firm.

Any proposed changes or additions to an approved set of architectural plans, site plan or landscaping plans must be submitted to the Design Review Committee.

The Design Review Committee's approval or disapproval of Application shall be made within 10 business days after said written plans and specifications have been submitted.

The Design Review Committee shall have the right to reject, for any reason whatsoever, including purely aesthetic grounds, any proposal which it decides is not suitable or desirable. Any rejections will be in writing and shall include a statement of reasons for the action taken. If the plans and specifications are rejected, the owner shall have the opportunity to resubmit plans.

Plans and specifications shall remain with the Design Review Committee until 60 days after notice of completion has been received by the Committee.

## ***Standards***

**Quality, Compatibility and Uniqueness** (CC&R's Section 4) - Dwellings will be constructed and maintained using high quality materials and workmanship and shall be of such character, quality and design as to be in harmony and compatible with the other surrounding dwellings in Deer Glen. All dwellings shall be constructed in accordance with the CC&R's, requirements of the Natural Resource Overlay District as contained in the City of Gresham Development Code (copy attached) and all applicable laws, regulations, ordinances and codes.

**Style** (CC&R's Section 5. General) - Dwellings will be designed and constructed with such differences in exterior style, floor plan, materials and other aspects as will avoid a "tract" appearance. No two dwellings will be built with the same or substantially the same floor plan or exterior appearance immediately adjacent to or directly across the street from each other. The Design Review Committee will have the power to grant a waiver so as to permit the construction of a neighboring dwelling with substantially the same floor plan, if the exterior design is sufficiently modified such that the two dwellings do not appear substantially similar from the street and cannot be readily identified as having substantially the same floor plan. In considering requests for waivers, the Design Review Committee shall consider the distance between, number of and visibility of homes with substantially the same floor plan, and such other factors as the Design Review Committee may consider appropriate.

**Architectural Compatibility** (CC&R's Section 6) – While differing in design, all dwellings will be compatible with quality dwellings of traditional or transitional style.

**Square Footage** (CC&R's Section 9) –

- Square footage shall consist of finished floor area, excluding porches, decks and garages
- Minimum of 2000 square feet
- Two and three story dwellings shall have a minimum of 1200 square feet on the main floor

**Set Backs and Height Restrictions** (CC&R's Section 11) – Shall be those currently imposed by the City of Gresham

***Materials, Designs and Specifications*** (CC&R's Section 8) –

**Allowable Building Materials -**

• **Siding**

- Natural Wood Material
- Manufactured Wood Siding
- Fiber-Cement Products
- Masonry
- Brick
- Stone
- Stucco
- or a combination of the above

\* Artificial Stucco, vinyl, metal and T-111 are not permitted

\* Minimum of 30% masonry front façade with 24” wrap-around corners

• **Roof**

- Cedar Shake/Shingle
- Tile
- 40 Year Architectural Composite Shingles

\* Pitch to be minimum 5/12

• **Window Frames**

- Bronze Tone
- White Vinyl
- Off-White
- Wood

• **Color Quality**

- “Natural Palette”

• **Driveways, Garages, Sidewalks** (CC&R's Section 10) –

- All driveways, walkways and steps visible from a street shall be made of decorative stone, brick, exposed aggregate or concrete
- Each dwelling shall have an attached or detached 2 car or larger garage
- Sidewalks shall be installed with standards established in writing by the Design Review Committee

• **Other Elements** to be considered by the Design Review Committee shall include, but not be limited to –

- chimneys and vents
- doors
- mailboxes
- masonry work
- decks and patios
- grading
- placement on the lot

exterior lighting  
plumbing equipment

**Landscaping** (CC&R's Section 12) –

- **Front Yard** –
  - Plans to be submitted not later than substantial completion of dwelling and before occupancy for front yard, including sprinkler system
  - Must be completely landscaped and sprinklered within 4 months of occupancy or completion of construction
  
- **Side and Rear Yards** –
  - Plans must be submitted for approval within 6 months following occupancy or completion of construction of dwelling
  - Must be completed within 1 year of the earlier of initial occupancy or completion of construction
  
- **Trees** (CC&R's Section 13) –
  - Located 10' from street lights and 5' from underground utilities
  - No trees shall be planted within 15 feet of a street intersection
  - Trees shall be placed approximately 5' from back of sidewalk
  - Trees shall be securely staked for the first 2 years after planting
  - Trees shall be replaced if they die or are destroyed
  - Location of trees shall be included in the plans and specifications submitted to the Design Review Committee
  - Trees shall be a minimum 2" caliper and 5' in height
  - Designated trees for Deer Glen are as follows –
    - Along SE Regner Road
      - Acer Rubrum "Franksred", commonly known as Red Sunset Maple
    - Along Entry Road from Regner to SE Elliott Drive and on SE 27<sup>th</sup> St. cul de sac
      - Acer Rubrum "October Glory", commonly known as October Glory Maple
    - Along SE Elliott Drive
      - Fraxinus Pensylvanica "Patmore", commonly known as Patmore Ash
  
- **Fences and Walls** (CC&R's Section 14) –
  - Planting or site obscuring fences shall not exceed 4' in height in the front yard or on side lot lines forward of the building line with the greatest set back on the lot or the adjoining residential lot
  - Maximum height of the site-obscuring fence located on the remainder of the lot shall be 6'
  - Fences shall be well constructed of quality wood fencing materials, in "good neighbor" fence fashion
  - Fences shall not detract from the appearances of the dwellings located in adjacent lots or be offensive to the Owners thereof.
  - Side and rear yard plantings shall be sited so as not to obstruct view corridors of adjacent properties

\*Fencing shall mean any barrier or wall, other than natural living organic vegetation, including trees or shrubs

# DEER GLEN NEIGHBORHOOD APPLICATION FOR DESIGN REVIEW

New Home Plans must be approved by the City of Gresham prior to submittal to the Deer Glen Design Review Committee. Plans to be submitted to the Deer Glen Design Review Committee within 30 days of City approval. Review of and compliance with the City of Gresham Habitat Conservation Area (HCA) Overlay is necessary.

Application For:

- \_\_\_\_\_ New Home Building Plan – must include the following:
- \_\_\_\_\_ 1 copy of Home Plan
  - \_\_\_\_\_ 1 copy of Site Plan
  - \_\_\_\_\_ Completed Specifications Form
  - \_\_\_\_\_ Structural Modification to Existing Home      \_\_\_\_\_ Other Exterior Addition or Modification
  - \_\_\_\_\_ Landscaping Addition or Modification
  - \_\_\_\_\_ Front Yard      \_\_\_\_\_ Side and Rear Yards

Property Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Paid: \_\_\_\_\_

## APPLICANT INFORMATION

**Builder**

Name: \_\_\_\_\_ Contact #'s: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Homesite Owner**

Name: \_\_\_\_\_ Contact #'s: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Architect/Designer**

Name: \_\_\_\_\_ Contact #'s: \_\_\_\_\_

**Landscape Contractor**

Name: \_\_\_\_\_ Contact #'s: \_\_\_\_\_

As Deer Glen Design Review Applicant, I/we have read the current Deer Glen Design Guidelines, CC&R's and fully understand the requirements as they pertain to this Application. All work will be in conformance with the approved documents and application. Any change to the exterior from an approved application must be resubmitted to the Design Committee and obtain approval before beginning work on those changes. I/We assume all responsibility for damage caused by my/our construction to adjacent homesites, common areas, or my/our homesite.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

## **SPECIFICATIONS FORM - *Home***

### **Square Footage**

Main Level \_\_\_\_\_ Upper Level \_\_\_\_\_ Lower Level \_\_\_\_\_

### **Siding**

Material(s) \_\_\_\_\_

### **Roof**

Material \_\_\_\_\_

Color \_\_\_\_\_

Pitch \_\_\_\_\_

### **Window Frames**

Material \_\_\_\_\_

Color \_\_\_\_\_

### **Doors**

Material \_\_\_\_\_

### **Color Quality**

House Color(s) \_\_\_\_\_

Where \_\_\_\_\_

### **Exterior Lighting**

Placement \_\_\_\_\_

Type \_\_\_\_\_

## **SPECIFICATIONS FORM - *Landscaping***

Submitted Herewith \_\_\_\_\_

To Be Submitted 90 Days Prior to Completion \_\_\_\_\_

### **Landscaping**

*Front Yard landscaping plans are to be submitted not later than substantial completion of the dwelling and before occupancy. Plans to include sprinkler system.*

*Front yard must be completely landscaped and sprinklered within 4 months of occupancy or completion of construction.*

Front Yard Plans \_\_\_\_\_

*Side and Rear Yard Plans must be submitted for approval within 6 months following occupancy or completion of construction of dwelling.*

*Side and Rear Yards must be completed within 1 year of the earlier of initial occupancy or completion of construction.*

Side Yard Plans \_\_\_\_\_

Rear Yard Plans \_\_\_\_\_

Trees \_\_\_\_\_

**Fences and Walls** \_\_\_\_\_

**Driveways** \_\_\_\_\_



Review Date: \_\_\_\_\_

**DESIGN COMMITTEE ACTION:**

- Approved as Proposed \_\_\_\_\_
- Approved with Conditions \_\_\_\_\_
- Sent back - Please see Comments \_\_\_\_\_

***REVIEW COMMENTS AND APPROVAL CONDITIONS***

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