

Willow Ponds ©  
Planned Unit Development

*Design Guidelines*

**(Exhibit F to Willow Ponds Covenants, Conditions and Restrictions )**

Revised 10 September, 2003

**Design Guideline:**

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## Overview

Willow Ponds aims to create an attractive and enjoyable place to live that makes environmental stewardship and social interaction key goals. Land uses are balanced to integrate the need for thoughtful housing with recreation and open space while striving to retain and revitalize the water features and wetlands that naturally occur.

Our goal is to combine good site planning with good architecture to produce neighborhoods that have aesthetic and functional harmony that preserves the privacy of residents, and retains the environmentally sensitive areas. The road system is designed to have the subtle and gentle feel of country lanes, flanked by a tree-lined shoulder and a pathway system that creates interesting streetscapes while providing easy pedestrian access to the park, open areas and locations for visitor parking.

To promote variation and achieve the feeling of gentle rural living, we have a number of different lot sizes and configurations, ranging from 5,000 sq. ft. to 18,000 sq. ft. The design and styling of the buildings are inspired by Northwest architecture, which draws upon historic, craftsman, cottage and farmhouse styles, while adding modern and spacious planning. At all times, building design emphasizes functionality, respect for the existing land, ground-orientation and modesty in scale and size. The houses will include welcoming front porches, high quality natural materials and painted and stained surfaces promoting a lively variety of color tones.

The general approach to landscape respects and responds to the existing vegetation, topography and natural features of the location including the rejuvenation of the watercourse and pond. A feeling of open woodland will be produced by additional groups of conifers and plant material to match the existing flora. The central feature of the development is a park area that surrounds the existing natural watercourse and will be revitalized and embellished with the creation of two large ponds, in addition to the existing one. These neighborhood common areas will provide an area for informal play and small get-togethers. Private lots are to be landscaped in harmony with the public areas.

Overall, our goal is to create comfortable homes, where one can live and think creatively. Willow Ponds will be a community situated in a natural environment that future generations can enjoy.

## ARTICLE 1

### Architecture

**1.1 Entrances, Porches and Stoops.** An important element in Willow Ponds is the relationship of private home to public street and walkway. Therefore, all front entrances shall be easily recognized from the street and will include a welcoming architectural feature such as a porch, pediment or stoop.

**1.2 Garages and Auxiliary Buildings.** The placement of garages greatly influences the character of the homes and the neighborhood. Homes with side entry garages look more comfortable from the street and more pedestrian friendly; therefore, builders are encouraged to use them when possible. Well-placed garages, in conjunction with other buildings, can help define private interior courtyards.

**1.3 Balconies and Decks.** Builders are encouraged to incorporate balconies for practicality and aesthetics. Balconies should be used to break up large wall masses, offset floor setbacks and add human scale to a building. In the backyard, decks should add interest to a home while providing private space. Deck and balcony configurations and colors must relate to the house plan. They shall be located so as to respect to the privacy of adjacent homes.

**1.4 Massing and Articulation.** A certain degree of varied massing and façade articulation is encouraged in the building design. The relationship of various building elements, roofs, walls, wall openings, shall be considered. The proportions and scale of these elements should be appropriate to the specific site and neighboring houses.

**1.5 Roof Pitches and Materials.** Roof form is a key element in establishing the building character. In keeping with Northwest architecture, primary roof pitches range from 5:12 to 12:12. Overhang, porch, stoop, gable detail and interplay of horizontal lines will compliment the primary roof pitch.

The thoughtful placement and design of roof elements such as dormers, clerestories, skylights, chimneys, gable and eave details can contribute greatly to creating an interesting roofscape.

Accordingly, solar collectors must lie flat on the roof and mechanical equipment, antennas; satellite dishes are not permitted on the roof.

Builders are encouraged to use a variety of complimentary roof materials and/or colors. Accepted materials include:

- Wood shingles or shakes
- Metal
- Slate
- High-quality asphalt shingles

Samples of proposed roofing materials and colors shall be submitted to the Design Review Committee for approval prior to installation.

**1.6 Roof Details.** All flashings and roof stacks or vents must be of pre-finished color or painted to match or compliment the roof colors. Copper flashing is acceptable.

Eave overhangs and gutters should be designed to prevent water staining and to protect walls, wall opening and entry areas from the elements. Gutter and down spouts are to compliment fascia and house colors.

Wooden soffits should be treated to compliment the house. Aluminum or vinyl soffits are not permitted.

**1.7 Chimneys.** Chimneys and fireplace exteriors must match and blend with the design of the building. Accordingly, stone, brick, wood siding or shingles may be used, subject to design review and approval.

**1.8 Decks, Terraces and Exterior Stairs.** These elements connect a building to its surrounding landscape. Care should be taken to make this aesthetic connection as strong as possible. Natural building materials should be used in their construction. Exterior stairs over two feet high should be incorporated into the overall form of the building.

**1.9 Height.** In no event shall height of buildings within the P.U.D. exceed 35 feet, except for projections such as spires, as allowed in Urban Growth Boundary ordinance 17.04.040.

## **ARTICLE 2**

### Mechanical and Storage

**2.1 Storage and Garbage Containers.** Trash, garbage containers and recycle containers must be stored within a building, or acceptable enclosure, screened from general view. They may not be stored within a home's frontage area. Trash enclosures shall be designed in a way to insure odor control.

**2.2 Utilities, Meters and Mechanical Equipment.** The developer will provide underground services to each lot line. All connections of these services must be underground. For any lot sold undeveloped, service connections, inspections and all associated fees are the responsibility of the new owner.

Mechanical equipment and meters shall be inconspicuously located and noted on house plans for review. Window and roof mounted mechanical units are not allowed. Heat exchange units shall be placed to minimize visual and acoustic impact on your neighbors.

Contractors are encouraged to locate public utility distribution meters, vaults and similar installations away from high visibility areas such as street corners and view areas.

**2.3 Skylights and Energy Conservation Equipment.** The use of skylights is encouraged to provide natural lighting within the home. Skylights shall be designed as an integral part of the roof. Bubble-style skylights are not permitted.

The use of energy conservation equipment is encouraged. Solar panels and their accessories shall be integrated into the roof design and be flush against roof slope.

Frames and accessories must be black or roof color. The Design Review Committee must approve locations.

**2.4 Satellite Dishes and Antennas.** Satellite dishes are not permitted in frontage areas. Dish sizes should not exceed 12 inches in diameter if attached to a building and not to exceed 24 inches if it is freestanding. Roof mounted antennas are not permitted.

## **ARTICLE 3**

### Recreational Equipment

**3.1 Play Equipment.** With the exception of porch swings, play equipment shall not be permitted in the front yards of lots or nor in the side yards of corner lots. These areas may not contain swing sets, jungle gyms, or other recreational structures. When selecting and locating play equipment, consideration should be given to location, size, design and impact on adjoining neighbors. Care should be taken to screen view and noise. Equipment utilizing natural materials and colors is preferred.

**3.2 Pools and Hot Tubs.** Pools and spas, including heater and pumps, shall be designed and located to minimize sight and sound impact upon neighbors. Above ground pools are not allowed.

## **ARTICLE 4**

### Landscaping

**4.1 Landscaping, Public Areas.** Good places to live usually provide residents access to nature. The trails, neighborhood greens and water features of Willow Ponds have been created to compliment and preserve existing wetlands for the enjoyment of present and future generations.

Wetlands within Willow Ponds are protected by state regulations. Builders are required to stake and flag wetland areas and to be mindful not to adversely impact wetlands when working nearby. Residents are encouraged not to use herbicides and pesticides that will adversely affect the health of the wetlands.

All existing wetlands delineated on the preliminary site plan must be retained. Wetlands occurring on private lots shall be protected from being filled or otherwise disturbed, unless approved by the Planning Director, in consultation with Division of State Lands, as a minor amendment.

Neighborhood greens are centrally located on the site. They are small, common open spaces with small ponds that form a green focus for the surrounding homes. They provide the neighborhood with an area for informal play and small gatherings.

All dedicated open space, including those portions located on private lots, shall be protected from further development. The Homeowners Association will maintain the areas adjoining roadways. Each individual lot owner will maintain the areas in the side yards and back yards.

Under no circumstances shall the amount of unpaved open space be reduced to less than 30 percent of the size of the subject parcel.

**4.2 Landscaping, Private Lots.** Landscapes help establish the neighborhoods' character. Private lots are to be landscaped in harmony with the public areas of Willow Ponds. *A Guide to Residential Landscaping* will be provided to assist homeowners in planning their landscape.

Builders will landscape frontage yard areas of each home site. Builders must submit a typical landscape and irrigation plan for approval by the Design Review Committee. At minimum, this plan will include the information in the submittal checklist, requested by the Hood River County Landscaping Guidelines.

**4.3 Landscape Maintenance.** Homeowners are responsible for landscape maintenance and additional plantings on their lots.

The developer is responsible for installing the landscaping and irrigation systems in the right of way and common areas, including along May Street, the entry from May Street, neighborhood parks and walkways. The developer is also responsible for creating the ponds and water features as well as insuring that the wetlands as shown on the site plan are cared for during construction. The Homeowners Association is responsible for the on-going maintenance and good health of these common areas, as well as any damage to public facilities.

**4.4 Asphalt, Concrete & Gravel.** Given the close proximity to wetlands, good drainage is a critical issue at Willow Ponds. The use of asphalt, concrete and gravel shall be held to a minimum. These materials shall be used only to the extent necessary to provide reasonable driveways, walkways, patios, and utility areas. In no event shall these materials be used as a ground cover.

**4.5 Ground Cover.** At least 50% of the frontage yards open space (the area extending from the front face of the house not paved over or built over) shall be planted in grass lawn or evergreen groundcover. Shrub beds shall not exceed 50% of frontage area open space. Once established, evergreen groundcovers such as heather and ivies consume less water than grass. Water tolerant plants are strongly encouraged.

Yards adjacent to streets are especially important to the overall character of the neighborhood. In areas visible from the street, exotic plants that are dissimilar to native trees, shrubs and ground covers, such as Monkey tail trees, Fatsia, Yucca and Palm should not be planted.

Rock, bark and gravel shall not be used to cover large areas. Artificial turf is not

permitted as ground cover.

**4.6 Trees and Shrubs.** Trees and shrubs should be planted to add color, variety and interest. Hedges over 36" paralleling the front façade to the house are prohibited, as are sparsely planted shrubs. Shrubs and trees should be planted to simulate natural stands of vegetation.

**Minimum Sizes of Planting**

- Trees: 1.5" caliper
- Shrubs: one gallon containers
- Ground Cover: 4" container

**4.7 Lot Line Plantings.** To minimize the use of fences, builders or homeowners shall plant trees and /or shrubs in landscape strips and pockets, in selected lot lines, to promote privacy from neighbors without the use of fences.

**4.8 Sight Distances.** Landscaping of street intersections must be permit safe lines of sight. No fence, wall, hedge or shrub may be placed or permitted to remain where it would hamper traffic visibility.

**4.9 Trails and Walkways.** Willow Ponds is accessible to pedestrians and bicyclists by interconnected trails and walkways. In the natural areas, trails are informal to blend with the environment. In the neighborhoods walkways along internal roads shall meet ADA requirements.

**4.10 Edges: Screens and Buffers.** In areas where separation between parcels is desired, builders and owners are encouraged to install landscape buffers. Screens separate areas and offer a visual backdrop that helps define neighborhood areas. Buffers are wider and offer visual and acoustic separation between private residences and neighborhood greens.

**4.11 Fences, Gates, Walls and Trellises.** In keeping with the development objectives, privacy for each lot will be achieved primarily by orientation and placement of buildings as well as its relationship to neighboring lots and buildings. Should this prove inadequate, screens and buffers (see 4.10) are the preferred solution. In any event privacy fence across the sides or rear of any lot is not in keeping with the open-space spirit of Willow Ponds and such fencing is therefore forbidden unless specifically approved by the Design Review Committee.

Fences are not allowed in the frontage areas. However, in the back yard, simple and incidental wood post and wire fence for pet control, safety, or security reasons may be allowed. Such fences shall be not taller than five (5) feet and shall be no longer than is necessary. Homeowners are encouraged to plant vegetation that will grow along the fence and minimize its appearance.

## ARTICLE 5

### Lighting

**5.1 Lighting.** Lighting is important for safety and aesthetics. Because lighting creates an areas character at night, homeowners should take care in selecting and placing fixtures. They should emit the least amount of light necessary to insure safety. Where possible, energy efficient light sources shall be used. Incandescent lights are recommended because of the quality of their light.

**5.2 Exterior Lighting.** The character of the lighting fixture shall be appropriate for the architecture. Care shall be taken not to illuminate or glare beyond the lot boundary. Special care will be taken to design lighting so that it does not create glare for neighboring houses, especially bedroom areas.

**5.3 Lighting Plans and Installation.** Willow Ponds will minimize spillover lighting through carefully considered lighting plans and installation. Compliant plans will apply minimal lighting necessary to accomplish the desired purpose. Over lighting is undesired. owners will select fixture of appropriate height, location and light direction to minimize conflict.

**5.4 Adjustments.** In general the more any light points vertically downward, the less problems it is likely to cause. If conflicts do arise after lights are installed, some of the following measures may help:

- a. Installing directional lamps
- b. Installing shields, or reducing wattage in accordance with manufacture's specifications.

**5.5 Dark Sky Provisions.** All exterior lighting fixtures in Willow Ponds shall be prevented from projecting light upward. This may be accomplished by placement of fixture beneath a building's eaves or with fixtures with a built in shield.

**5.6 Public Lighting.** Lighting within the public areas shall be low intensity and located within the public right-of-way. Care will be taken to create ambiance and add character while providing for safety.

## ARTICLE 6

### Parking

**6.1 Parking on Individual Lots.** Each dwelling shall have at least two parking spaces not including the garage or carport. Dwellings with rental units need one additional parking space per unit. Townhouses shall have two parking spaces, which may include one garage space.

**6.2 Off-Street Parking.** The forty-five (45) on-street parking spaces, in the form of small parking areas, shall be provided as shown on the submitted site plan. These parking areas are for guests only. Because of the narrow roads, and for the safety of all Willow Ponds residents, on-street parking is prohibited. .

## **ARTICLE 7**

### Easements

**7.1 Utility Easement.** A fifteen (15) foot utility easement centered on the sanitary sewer main is required for maintenance purposes. The easement must be shown on the final plat.

**7.2 Drainage Easement.** All final drainage improvements, including natural drainage channels and storm water detention areas, must not be filled or otherwise be impacted by individual lot owners, even in the case where the drainage feature occurs on private property.

## **ARTICLE 8**

### Rental Units

**8.1 Placement.** The placement of rental units on the lots in Phases 2,3 and 4 shall be handled with the same consideration as was shown in Phase 1.

**8.2 Landscaping Rental Units.** The goal is to reduce negative impact of rental units on developments outside the P.U.D., by buffering with distance, screens, vegetation, berms and topography.

## **ARTICLE 9**

Future Development

**9.1 Future Development.** Future development in general will be in keeping with what is shown in the tentative development plans and elevation drawings for Phase 1

**ARTICLE 10**

Setback Guidelines

**10.1 Setback Guideline Summary.** All proposed development, excluding townhouses, shall comply with the following setbacks:

For Single Family Dwellings and Rental Units:

Front = 8 feet  
Rear = 8 feet  
Sides = 3 feet

For Accessory Buildings:

Front = 5 feet  
Rear = 3 feet  
Sides = 3 feet

**10.2 Definitions Pertaining to Setbacks.**

*Accessory Buildings Attached*, shall be attached to the principal building by only a roof and supporting structure, shall have no common walls and shall be separated from the principal building by a minimum of 6 feet.

*Accessory Building Detached*, shall have no connection to the principal building except for a pathway, and shall be separated from the principal building by a minimum of 10 feet.

*Auxiliary Residential Rental Unit*, shall have no connection to the principal building except for a pathway, and shall be separated from the principal building by a minimum of 20 feet.

*Site Coverage* means the total combined area of all roofs projected on a horizontal plane.

*Site Development Plan* means plan drawing indicating development criteria and information supplemental to the site development guidelines.

**10.3 Density.** By choosing a Planned Unit Development, 30% of the site is dedicated to wetlands and green spaces. By articulating a site plan with larger lots,

this development has opted for lower density than zoning allows. In keeping with this open space environment, the use of the small, well placed accessory buildings, will mitigate scale and help create a sense of balance, enclosure and privacy. The following guidelines are designed to insure that subsequent phases will generate the intra and inter lot harmony that has been achieved in Phase 1.

The maximum *Gross Floor Area* for each building shall be shown on the Site Development Plan as follows:

- F.A.P. = Floor Area Principal Building
- F.A.A. = Floor Area Attached Accessory Building
- F.A.D. = Floor Area Detached Accessory Building
- F.A.R. = Floor Area Auxiliary Rental Unit

Area transfer is allowed to a maximum of twice the indicated gross floor area as follows:

- From F.A.P. to F.A.A.
- From F.A.P. to F.A.D.
- From F.A.P. to F.A.R.

No area transfers are permitted to increase the F.A.P.

**10.4 Setback Requirements.** The minimum setback requirements shall be as follows:

- No structure shall be placed closer than 8 feet from the nearest Right of Way. (R.O.W.)
- Projections may encroach to a maximum of 3 inches per lineal foot of required setback.
- No structure or any part of a structure, including projections, shall be placed closer than 1 foot 6 inches to any lot line or easement boundary.
- Principal building shall have a Total Combined Setback (T.C.S.) as shown on the development plan

The location of the setbacks are shown on the Site Development Plan as follows:

- F = front setback
- R = rear setback
- S1 and S2 = side setbacks

Unless shown otherwise on the Site Development Plan, the following minimum setback shall apply:

- F = 20 feet
- R = 8 feet
- S1 = 8 feet
- S2 = 5 feet

*Attached Accessory Buildings* shall have in combination with the Principal Building a Total Combined Setback (T.C.S.) with the following minimums for

each setback:

F = 5 feet  
R = 3 feet  
S1 = 8 feet  
S2 = 3 feet

*Detached Accessory Building* is not subject to the Total Combined Setback and shall have the following minimum for each setback:

F = 5 feet  
R = 3 feet  
S1 = 3 feet  
S2 = 3 feet

*Auxiliary Residential Rental Building*, may take the place of a Detached Accessory Building and is not subject to the Total Combined Setback and shall have the minimum for each setback:

F = 8 feet  
R = 8 feet  
S1 = 3 feet  
S2 = 3 feet

These rental units, when they occur on outside perimeter lots, shall be governed by the section on rentals in the submission to the Planning Departments, and by Eric Walker's narrative in his April 2, 2003 Memorandum.

**10.5 Site Coverage.** The maximum site coverage shall be the combined areas of FAP + FAA + FAD or FAR as shown on the Site Development Plan, multiplied by 1.4.