

# Murrayhill Design Guidelines

## Introduction

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Since 1988, our Murrayhill community has evolved from a major construction site into a family centered community. Many neighborhoods, each with their own individual character, are joined together as part of a much larger community. In revising the Murrayhill Design Guidelines, we have tried to address this evolution in order to make this document, and the rules it represents, reflect the true spirit and intentions of our community members.

With this in mind, we have endeavored to clarify ambiguities and to include suggestions and recommendations so that all Murrayhill homeowners will know exactly what responsibilities are associated with being a member of our Murrayhill community. Most of all we have attempted to maintain common sense throughout these standards, and to take into consideration each distinct setting and our own personal lifestyles.

The supporting set of guidelines, whose purpose is to maintain the integrity of this community, strives to give the Murrayhill property owner the information necessary to facilitate the Architectural Review process, making it a simple, straightforward and inviting step toward preserving the beautiful community we have created.

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## General Conditions

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The authority to issue Design Guidelines is granted by the Murrayhill Owners Association through the Covenants, Conditions and Restrictions (CC&R's).

The Murrayhill Architectural Review Committee (ARC) generally approves applications outright or approves them with conditions. Most decisions are reached by a consensus of those members of the committee that are present. If a consensus cannot be reached, a vote may be taken. Approval of any application requires the assent of three voting members. If three voting members do not approve an application, it will be sent back for additional detail, information, clarification, or redesign.

**Required Reviews:** Review and approval before construction or installation is required before any improvement to a homesite, including:

Building a new home.

Adding to or in any way changing the exterior appearance of a home or other structure (including tool sheds, playhouses, patio covers, additions, decks, or paving).

Applying different paint or changing colors that are different than what's been specifically approved for the home.

Installing or modifying landscaping (except for installing annuals or other seasonal plant materials). Please refer to landscape section for landscaping that does not require Architectural Review Committee approval.

Installing recreational equipment (pools, courts, basketball hoops).

All construction must occur strictly in accordance with the approval and conditions of approval, if any, from the ARC. Periodic construction reviews will occur to ensure that construction is proceeding in accordance with the approved plans.

**Field Changes:** Although it is the intent of the ARC that all improvements must be built exactly in

accordance with the approved documents, the Committee recognizes that occasionally a revision is necessary "in the field" in response to conditions that may have been unforeseen at the time of approval. However, any alteration to or deviation from approved plans must be sent to the ARC Chairperson for approval as soon as the need for the revision is noticed. Any construction which deviates from the approved plans is at the risk of the applicant.

**Limitations:** While the ARC addresses the outside appearance of each home and its relationship to the environment, the Committee does not review and is not responsible in any way for structural, technical, construction or building code issues. However, the ARC may request, without assuming any liability, that an applicant review and resubmit plans and specifications to resolve any apparent structural issues, if resolution of the issue could affect the outside appearance of the home. Any changes or alterations must be approved by the ARC before beginning any work related to those alterations.

The ARC shall not be liable for damages in any way to anyone including those who submit plans, or build, occupy, or own homes by reason of mistake in judgment, or non-feasibility, failure to approve or disapprove plans or specifications, or for any injury or damage of any kind caused by any improvements constructed from such plans and specifications. The ARC shall not have control of, or charge of, and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions, for the acts or omissions of any contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the ARC approvals or any rule of any governing body.

**Other Rule making Entities:** In addition to ARC approvals, all construction must conform to the requirements of all applicable governing bodies and regulations such as City of Beaverton Standards and Oregon Building Codes.

## Design Review Fees

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Construction Preliminary Review – \$35.00	Retaining Walls - \$60.00
Final Construction Review - \$1,500.00	Solar Preliminary Review - \$35.00
Remodel - Minimum \$300.00 or \$1.00 per square ft.	Solar Final Review - \$60.00
Exterior Color - \$35.00	Recreation Equipment – \$60.00
Siding Brick Stone - \$35.00	Landscape Renovations \$60.00
Roofing - \$35.00	Landscape Lighting - \$60.00
Gazebo, Shed, etc. - \$60.00	Tree Removal - \$60.00
Spa - \$60.00	Windows & Doors - \$35.00
Fence/Screening - \$35.00	
Play Structure - \$35.00	
Deck/Patio/Flatwork - \$60.00	

## Architectural Review Process

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In order to protect, enhance, and maintain the high standards and community quality, approval must be obtained in advance from the ARC before starting any exterior construction for landscaping, paving, cutting of trees, grading, or construction of any kind, including remodeling or additions. The ARC will review the plans, specifications, samples or any other submittal for landscaping, paving, cutting of trees, grading or construction of any kind, including remodeling or additions, and will consider among other things, conformity with the requirements of the Design Guidelines and the CC&R's.

The ARC will review each application giving special consideration to the following issues:

- ◆ How the proposed home or construction relates to the lot, including the relationships among height, grading, drainage, views and existing trees.
- ◆ How the proposed home or improvement relates to adjacent approved homes, including mass, height, and spaces between homes.
- ◆ How the proposed home relates to the specific criteria in this Design Handbook, including but not limited to windows, style, consistency, proportion, detailing, texture, and use of materials and colors.
- ◆ How the proposed landscape enhances the appearance of the individual home and neighborhood.
- ◆ How well the proposed landscape provides a transition between the home, the surrounding natural environment, and adjacent properties.

The Murrayhill ARC generally approves applications outright or approves them with conditions. Approval of any application requires assent or concurrence of three voting members. If three voting members do not approve an application, it will be sent back for additional detail, information, clarification, or redesign.

## **Preliminary Construction Review - New Construction or Construction Alterations**

**This is a meeting of the ARC after preliminary or schematic design has been done, or a specific home has been selected to be built on a specific lot. This meeting is also appropriate at the same stage of planning for an addition or when remodeling the exterior of any home or structure.**

### **Purposes:**

- ◆ Begin the dialogue between the lot owner and the ARC.
- ◆ Review what the home will look like from all sides, how compatible the design is with trees and slope, and how compatible the design will be with adjacent properties.
- ◆ Review the applicant's site plan, giving particular attention to how the home will blend with existing and proposed grading, and outdoor living concept, including proposed patios, decks, gardens, areas of lawn, shrub areas, and location of play and garden equipment.
- ◆ Review how trees are to be preserved.
- ◆ Offer suggestions, where appropriate, which might improve the execution of the Homeowner's design concept.
- ◆ Determine if the design complies with the goals of the Design Guidelines and, accordingly, to approve, approve with conditions, or send back an application.

## **Final Construction Review**

**This is a meeting of the ARC after final, complete construction documents have been prepared for any home, addition, or exterior remodeling.**

### **Purposes:**

- ◆ Continue the dialogue between the lot owner and the ARC.
- ◆ Encourage design solutions that respond creatively to the conditions at hand.
- ◆ Review fully what the home will look like from all sides, how compatible the design is with trees and slope, and how compatible the design will be with adjacent properties.
- ◆ Review the form and detail of the home, looking for and encouraging attractive, appropriate design elements.
- ◆ Review the applicant's site plan, giving particular attention to how the home will blend with existing and proposed grading.
- ◆ Review how trees are to be preserved.
- ◆ Review the relationship of outdoor living areas, including patios, decks, gardens, areas of lawn, shrub areas, and location of play and garden equipment.
- ◆ Offer suggestions, where appropriate, which could improve the harmony of home design and lot.
- ◆ Determine if the design complies fully with the goals and standards of the Design Guidelines and, accordingly, to approve, approve with conditions, or send back an application.

## Detail Review

**This is a meeting of the ARC to review construction details before installation or changing of any exterior finish materials. The ARC encourages these decisions to be made as early in the building process as possible, but recognizes that a prospective purchaser may desire additional input when purchasing a home already under construction.**

### Purposes:

- ◆ Continue the dialogue between the lot owner and the ARC.
- ◆ Offer additional design input, if appropriate, so that average design solutions become good ones, and good ones, excellent.
- ◆ Review final selections of exterior construction materials, including exterior light fixtures, exterior colors, final brick selections, and any other unresolved minor items.
- ◆ Review progress toward compliance with specific conditions of approval.

## Landscape Design Review

**This is a review of the proposed landscape design by the ARC after final, complete landscape construction drawings have been prepared.**

### Purposes:

- ◆ Review fully how the landscape design will enhance the design of the home and achieve harmony with the surrounding natural environment.
- ◆ Review how compatible the design is with trees, slope, and with adjacent lots or properties.
- ◆ Review the applicant's site plan, giving particular attention to how the home will blend with existing and proposed grading.
- ◆ Review the relationships among constructed landscape elements, exterior spaces, and the natural environment, including outdoor living areas such as patios, decks, gardens; areas of lawn and planting areas; landscape walls and terraces; and location of play and garden equipment.

## Solar Installation Review

### Preliminary Submission Requirements

- ◆ A conceptual drawing of the proposed location and number of solar devices on the roof
- ◆ A site map, showing the orientation of the home in relation to other properties. This site map can be created from web-based applications such as Google maps
- ◆ Proposed solar device manufacturer brochure or cut sheet
- ◆ Current roof material and color

### Final Submission Requirements

- ◆ A completed application must include a color visualization and/or simulated image of the installation. The solar system must be accompanied by a professional construction drawing(s) to scale for the proposed installation and location on roof. The exact location and number of collectors, means of attachment to the roof structure and location of all exterior components must be shown.

### **Specifications for the installation must include**

- ◆ Verification of a minimum 10-year roof life beyond date of application.
- ◆ Documentation that the system meets the required technical guidelines of this policy.
- ◆ Current roof material and color.
- ◆ Proposed solar device manufacturer and color, including stock photos of the device from the manufacturer. The ARC will review color, material make-up, dimensions, and other features.

### **General Considerations**

- ◆ Solar rooftop devices must fit within the dimensions of the roof and should be visually integrated with the architecture of the house regarding locations.
- ◆ Devices must be owned by the homeowner; leased products from third parties are not allowed.
- ◆ Reverse angle or tracking platforms or mechanisms that allow devices to tilt seasonally, permanently or by time of day are not allowed.
- ◆ Prior to the installation of any devices, the roof surface shall be verified to have a minimum roof life of 10 years remaining from date of installation.
- ◆ Roof life will be determined by proof of roof installation date, professional roofer certification or professional home inspector certification, in each case in form and substance acceptable to the ARC.

### **Technical Guidelines**

- ◆ Installations must comply with applicable building codes; all necessary permits must be obtained. Installations should also comply with both Energy Trust of Oregon and Oregon Department of Energy guidelines and compliance codes.
- ◆ SWH systems should have non-mechanical overheat and freeze protection mechanisms.
- ◆ All PV installations should have a minimum manufacturer's power performance warranty of 20 years. All SWH installations should have a minimum manufacturer's power performance warranty of 10 years.
- ◆ Within the overlay of the below listed Aesthetic Guidelines, the ARC will strive if possible to accommodate solar access angles of between 90 degrees East up to 270 degrees West, and as close to 180 degrees South as possible within the provisions below.

### **Aesthetic Guidelines**

- ◆ Solar panels must have a non-reflective surface. Dow Solar Shingles or other similar products may be approved
- ◆ The maximum panel clearance (distance from the roof surface to the top surface of the panel) should be 4 inches or less, as the approved solar materials and other new projects are just above or flush with the roofs surface.

### **Solar Considerations New Construction**

- ◆ Designers should consider passive solar opportunities. Design and siting of a house should take into account the solar space of neighboring houses, such as minimizing structure height near the north property line when a building site lies to the north.
- ◆ Solar collectors and associated hardware must be an integral part of the design of the building and must not have a "tacked-on" appearance. Placement of the collectors should consider the impact of glare on neighboring outdoor spaces.

### **With all applications:**

**To assume timely processing of your application, please deliver your completed application and items for review to the Murrayhill Owners Association office at 11010 SW Teal Boulevard (at the Murrayhill Recreation Center).**

If you wish to meet with the ARC, please call the Murrayhill Owners Association office at 503-524-4429 or email to [admin@murrayhillowners.com](mailto:admin@murrayhillowners.com) to schedule a specific meeting time.

## **What to Include with a Construction Application**

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### **Construction Review Application:**

Construction Review Applications, including new construction and/or remodels/additions, must be made using the appropriate "Architectural Review Committee Application" form (which is to be completed in full). Inaccurate, partial or incomplete applications will not be reviewed by the ARC. The submittal must include two copies of the following:

### **Application Form**

**Site Plan:** Applicant must submit a complete site plan at a minimum scale of 1/8" equals 1'-0" with the same information as that required for the Preliminary Construction Review Application. A detailed grading plan must be submitted with contours at 2' intervals. Contours must extend off-site far enough to show compatibility with adjacent properties.

**Building Elevations:** All exterior elevations must be shown at a minimum scale of 1/8" equals 1'-0", including the relationship of the building's finished floor elevation to the proposed finished grade of the lot on each elevation, including all decks and patios. Requirements of the Preliminary Review Application process also apply.

**Floor Plans:** Floor plans for the proposed improvement must be submitted at a minimum scale of 1/8" equals 1'-0".

**Roof Plans:** A roof plan at a minimum scale of 1/8" equals 1'-0" must be submitted. This may be illustrated on the site plan.

**Three-Dimensional Representation:** In the case of complex roof forms or unusual structures, the ARC may require isometric or perspective views or models in order to fully understand the visual impact or the three-dimensional feasibility of the proposed improvement. The applicant will be notified of this requirement during the Preliminary Approval process.

**Exterior Lighting:** Catalog cuts, **including size** and finish of fixtures (or legible prints of catalog cuts) of all exterior lighting fixtures to be used must be submitted on the standard ARC form.

**Exterior Colors Including Masonry:** Samples of all exterior colors must be submitted on the standard ARC form.

**Construction Review Application Fee:** A check made payable to the MOA (in an amount set by the MOA) must be attached to the first Final Review Application, unless otherwise previously agreed.

If construction review in excess of two applications is necessary, each additional construction review must be submitted with a check made payable to the MOA (in an amount set by the MOA).

**Construction Approval and Expiration:** The applicant will be notified in writing of the action of the ARC within 30 days of the submission of all information requested. If final approval has been granted, approval will automatically be deemed revoked 180 days after issuance, unless construction of the improvement has commenced or the applicant has applied for and received an extension of time from the ARC.

**Specific to remodels/additions:** Applications for remodels/additions of existing homes ONLY require documentation relevant to what is being changed. A typical remodel/addition application would include the following:

- ◆ A site plan drawn to the previous specifications.
- ◆ A revised building elevation for the sides of the home that is being affected by the remodel/addition, drawn to the previous specifications.
- ◆ A revised floor plan drawn to the previous specifications.
- ◆ A revised roof plan, if the roof of the home is being affected by the remodel/addition, drawn to the previous specifications.
- ◆ New exterior colors and/or masonry, if colors are being changed or masonry is being changed or added as part of the remodel/addition.

All Murrayhill design and construction standards apply to remodels/additions. Please refer to the General Architectural Guidelines as well as the Design and Construction Guidelines when you begin to plan a remodel or addition to your home.

**Rehearing:** If the ARC rejects an application, additional review by the ARC will not be made unless substantial changes in the application have been made. The applicant can meet directly with the ARC during any stage of the ARC review process in order to clarify or resolve disagreement. If resolution cannot be reached during the final review process, the applicant has the right to request review by the MOA Board of Directors. It is up to the discretion of the MOA Board of Directors to decide if review will be granted an applicant. If the Board does grant review, the ARC Chairperson will be in attendance to clarify ARC action.

**Construction Observation:** Submittal of the application gives authority to the ARC to make on-site observation of the lot and any construction in progress to determine reasonable compliance with the approved submittal.

**Construction Field Changes:** Although it is the intent of the ARC that all improvements be constructed exactly per approved plans, the ARC realizes that occasionally a revision must be made "in the field" in response to certain existing conditions that may have been unforeseen at the time of approval. Any alteration to or deviation from approved plans must be submitted to the ARC for approval before commencement of construction of the element to be altered. **Any builder/owner who proceeds with field changes before ARC approval acknowledges and assumes the risk that the ARC can require changes to be altered or removed. The ARC is under no obligation to approve unauthorized field changes.**

**Construction Field Supervision:** The ARC recognizes that the remaining un-built lots in Murrayhill include those that are the most difficult and challenging. Therefore, it is mandatory that builders exercise vigilant supervision in the field to avoid construction error, especially in grading and elevations. Construction that has not been done according to approved plans, nor with vigilant care, can result in un-resolvable error. Construction error will be subject to strict compliance procedures.

## General Architectural Guidelines

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**Quality:** Development and maintenance of a high-quality community are the primary goals of Murrayhill. To achieve a high-quality community image, both the overall building appearance and its details should convey a sense of solid, thoughtfully designed, permanent construction. The Architectural Review Committee will not accept façade treatments that are associated with impermanent, hastily built or obviously inexpensive construction materials or techniques.

**Consistency:** The ARC seeks to achieve a high level of design consistency in the homes and other improvements in Murrayhill. Buildings that may attempt a statement of quality on their street frontage, but abandon all pretense of design or quality on their sides and rear will not be approved. A house of simple design, constructed of modest materials (if it carries that design and those materials consistently) will usually communicate a more convincing image of quality than a house with an elegant front but cheap, stripped-down design and construction on the other sides.

**Scale and Proportion of Dwellings:** The finished streetscape must not create the impression of over-sized houses pushing too hard against the street. Vertical and horizontal offsets are encouraged in preference to houses with long, tall or unbroken walls and roofs abutting against the minimum setbacks. Because of the hillside nature of Murrayhill, it must be realized that choosing any plan from a book may be inappropriate for most lots. Additionally, variations in setbacks from the street edge are encouraged to provide interest along the streetscape. Buildings must relate primarily to the topography and should relate to existing trees and adjacent properties, rather than to the street.

**Scale:** The lots at Murrayhill are not normally sized for "estate" homes, and it is important that homes not be over scaled. In this respect, entrances should not be over scaled in relation to the house itself. Continuous ridgelines exceeding half the frontage width are discouraged; continuous ridgelines exceeding 75% of the frontage width are not permitted. Changing the ridge directions or using offsets or major roof projections should be considered to break rooflines. No dwelling may exceed the City of Beaverton lot coverage standards (42 percent).

**Roof Forms and Materials:** All roof forms are allowed, depending upon the designer's ability to produce a coherent, consistent, harmonious and unified appearance both overall and in detail. The roof should convey an appearance of high-level quality, whether a simple or complex form, regardless of the materials used. As with the design of the building as a whole, the style of the roof should remain consistent from all views.

- Roofing material and color should be compatible with others in the same neighborhood or individual project, as well as with siding and trim colors
- **All roof installations require an approved application prior to installation. The ARC may approve other roof materials when appropriate for neighborhood continuity.**
- Composition Shingle roofs must have a minimum 5/8-inch profile. The ARC has pre-approved the following composition materials: CertainTeed Presidential TL, colors, charcoal black, shadow grey, country grey, and autumn blend. GAF Grand Canyon, colors, black oak, mission brown, stone wood, and storm cloud grey. Pabco Paramount Advantage, antique black, oak wood and weathered wood.
- 3/4-inch wood shakes are required when replacing a shake with shake.
- Include the manufacturer, material and color of the roof with your application.

**Openings and Projections:** Large blank walls are to be avoided. Blank walls visible from adjacent streets and open spaces should be broken up by means of well-placed windows, doors, bay windows, cantilevers or other architectural accents. An architectural solution is stressed and preferred. If an architectural solution is not possible because of interior design or need, blank walls are to be mitigated by well-placed, large-sized landscaping. Windows with a definitely visible trim surround are required, unless vinyl windows are proposed, in which case trim surround is optional. The Wynwood and Murraywood neighborhoods are exceptions to the requirement for window trim. In these two neighborhoods, window trim is required on the front of a house; it is encouraged on all other sides. Muntin bar patterns should be consistent on adjacent elevations that are visible from any street or common area.

**Material Changes:** To avoid a tacked-on, low quality, thin veneer look, material changes should be made at an inside corner or at a major wall opening. Brick must terminate vertically at a horizontal surface and should return to an inside corner. (See item 12, Exterior Colors and Brick, page 12).

## Design and Construction Guidelines

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The following guidelines and requirements apply to all construction (improvements) on all single family lots, new construction and remodels/additions, unless otherwise noted. Additionally and without limitation, these guidelines also apply to multi-family and commercial improvements within Murrayhill. With all construction, applications will be reviewed on their individual merit with regard to the intent of this document. In any case, the Architectural Review Committee reserves the right to grant waivers and/or variances so long as the improvement is deemed to be within the intent of this document.

1. **Accessory Buildings:** Structures such as dog houses, tool sheds, etc., which are not appurtenant to the dwelling structure, but are intended for permanent or semi-permanent use, are subject to ARC approval.
2. **Antennae:** No exterior radio, television or telecommunication towers, antennae, satellite dishes, or other exterior transmission or receiving devices are allowed without the prior approval of the ARC.
3. **Building Height:** A 35-foot high ridgeline (or as determined by City of Beaverton zoning ordinances) is the maximum allowable height for any structure. The City of Beaverton, 2050 Development Code, solar access ordinance has precedence over ARC and zoning requirements.
4. **Chimney Caps:** Chimney caps of purely utilitarian design are discouraged in Murrayhill. Such caps, when necessary, must be screened by a false cap appropriate to the design of the building. The design of this cap must be indicated in the final drawings. In circumstances where a custom designed false cap is not permissible or desired, other types may be approved by the ARC upon application.
5. **Chimneys:** All chimneys must be designed to blend in aesthetically with the residence.
6. **Concrete Exposure:** Exposed concrete of foundation, porches, stairs and landings must not exceed a height of 12", if siding is parallel to finish grade and 24" if siding is stepped. Any concrete exposure exceeding 12" must be screened by appropriate landscape materials. The bottom edge of siding should be sloped to follow finish grade as much as possible and must be sloped to follow finish grade on front and other street elevations. Brick must be stepped to follow finish grade or extended below finish grade.
7. **Decks:** When planning decks, consider the relationship and requirements of the rooms within the home, topography, adjacent homes and outdoor spaces, and the visibility of the understructure. The deck should appear as a well-planned, compatible addition to the home and landscape. If the deck is directly visible from adjacent streets and residence, particular attention must be given to an attractive design that integrates well with the home.
  - 7.1. **Support Structure:** If the distance from the underside of the deck joists or beams to finish grade exceeds 24", the ARC requires either wood, masonry or significant plant material to eliminate views of the underside of the deck and/or an organized, regularly spaced and visually well-planned structural system (sided, enhanced piers).
  - 7.2. **Setbacks:** Decks should not crowd rear yard setbacks as approved by the City of Beaverton issued building permit.
  - 7.3. **Screening Material Details:** All openwork such as lattice or other semi-solid screening materials must be "stopped-in", with detailing appropriate to the size of the panels or materials used, and painted or stained to match the deck and complement the house. Face nailing or butt joints for lattice panels will not be approved.
  - 7.4. **Finishing:** Decks may be finished using paint, solid-body stains, semi-solid body stains or wood-tone stains. Paints and solid-body stains are to match or complement the primary or trim color of the house (depending upon the colors). Wood-tone stains are to be compatible with the house primary and trim colors. All finish materials are subject to ARC approval. All exposed vertical surfaces of the deck, such as posts, rim joists; railings, stair framing, stair risers and screening must be finished within 12 months of completion of the deck. Unfinished, weathered wood decks are not allowed. Creative accents are encouraged, but are subject to ARC approval. Publicly visible, multistoried decks and/or decks with extensive stair-casing and visible understructure are to be painted or stained to match or compliment the

body color of the house. Creative resolution to finishing such multistoried and multi-staired, exposed understructure decks will be subject to ARC approval on a case-by-case basis.

- 7.5. **Disclosure:** Builders who choose not to paint or stain are responsible for notifying the purchaser of the current deck finishing requirements.
8. **Dog Runs:** Installation of dog runs, including but not limited to location and fencing materials, will be reviewed and approved on a case-by-case basis, in order to limit their visibility from neighboring lots and public areas.  
Approvable fence materials may include:
  - Chain link fencing, if it is located within a fenced yard area and does not extend above approved perimeter fencing.
  - Type "F" fencing, if it is not installed along property lines.
9. **Drainage:** In addition to City of Beaverton criteria, all run-offs must be handled by adequately sloping all roof and outdoor areas to positively direct water away from buildings and to eliminate ponding. The responsibility for proving that positive drainage is possible and for completing the construction in accordance with approved plans rests on the applicant for any construction or subsequent landscape activity.
  - 9.1. **Roof Drains:** Connect all roof drains to an approved storm drainage system.
  - 9.2. **Uphill Drainage:** Water that flowed from one property to another before the uphill home being built may continue to flow in the same direction after the home is built only if:  
  
There is no diversion or channeling that results in the water flow being concentrated in one area; and there is no substantial construction on the uphill lot resulting in increased rates of surface run-off.  
  
If a detrimental change occurs during construction or landscaping of the uphill home to the pattern of drainage on the uphill lot, the uphill property owner is responsible for interception and piping or directing surface water to natural drainage or the storm drainage system.
  - 9.3. **Downhill Drainage:** The downhill property owner is responsible for providing proper drainage for water flow that occurs in accordance with drainage patterns that existed before construction.
10. **Driveways, Sidewalks and Walkways:** Driveway cuts onto the street shall be limited to one per lot, unless otherwise approved by the ARC. All driveways must be exposed aggregate concrete, except in street right-of-ways, or as approved by the ARC.  
Sidewalks must be exposed aggregate concrete unless the concrete is enclosed by a fence and is more than 4' from the front or street side of the home. Walkways made of stone; brick, etc. can abut an exposed aggregate concrete driveway.
11. **Excavation:** All excavation must be done so as to create a minimum disturbance on the site and surrounding properties. Owners should choose an appropriate house plan to fit the basic slope of the site and consider the use of retaining walls, terraces, split-level or platform housing to minimize re-grading. All soil (not otherwise used on the lot under the same ownership) and debris as a result of excavation must be removed from Murrayhill. Care must be taken to not create unacceptable slopes. Excess excavation soil must not be added to existing grade within 10' of the base of a tree. No excavation may be done without prior written approval of the ARC.
12. **Exterior Colors and Brick:** Exterior colors and material used on the building walls must be continuous and consistent on all elevations of a residence in order to achieve a uniform and complete architectural design and to avoid a "veneer" look. Brick or other masonry materials should return to the inside corner; minimum "wrap" is 16" at brick panels 10'-0" or less in height and 24" at brick panels exceeding 10'-0". The top of all brick panels must be capped by framing and finished wall, floor or roof areas immediately above the brick. Brick should terminate behind wall trim. The face of the capping material must extend past the face of the brick by at least 1".
  - 12.1. **Color Harmony:** Exterior colors of residences and other improvements must harmonize within themselves and be harmonious with their surroundings.

13. **Draperies and Window Coverings:** All draperies and window coverings should be of materials and colors that harmonize with the surroundings, and should be chosen in consideration of neighboring views. In consideration of your neighbors, temporary window coverings (i.e., sheets, etc.) should be removed within 3 months of occupancy of your home. Newspaper may not be used as a temporary window covering.
14. **Exterior Lighting:** Exterior lighting must be designed and adequately shielded to cut off the spread of light and to eliminate glare onto adjacent properties, streets or sidewalks. Completely shielded light sources are preferred.
- 14.1. **Flood Lights:** Flood lights and spotlights mounted on the exterior face of the dwelling are permitted only upon specific approval by the ARC. High intensity lamps and fixtures are prohibited. All flood/spot lights must adhere to the following:
- 14.1.1. **Appearance:** Flood/spot lights must not detract from the appearance of the home.
  - 14.1.2. **Enclosures:** Flood/spot lights must be designed with enclosures that completely hide the sockets and side of the lamps.
  - 14.1.3. **Mountings:** Flood/spot lights must be mounted with the junction box within 7" of the bottom of the rafters or soffit when installed in the story immediately below the roof.
  - 14.1.4. **Heads:** Flood/spot lights will be limited to two "heads" per location.
  - 14.1.5. **Glare:** Flood/spot lights must be aimed so the filament glare is not visible from any adjacent properties, streets or sidewalks. This may be impossible without an appropriate shield when lights are proposed on a home uphill from neighboring residences or streets.
  - 14.1.6. **Mounting to Trees or Poles Prohibited:** Flood lights and spot lights are not permitted to be mounted on poles or in trees.
- 14.2. **Post Lamps:** Standard residential decorative post lamps are not prohibited outright, but must be approved by the ARC.
- 14.3. **Colored lights,** non-permanent decorative lights or light sources shall be prohibited, except during the Christmas season. Special consideration will be given to landscape lighting.
15. **Exterior Walls and Trim:** Wood, wood products, local stone and brick are preferred for exterior walls and trims. Other materials will be reviewed on a case-by-case basis.
16. **Fascias and Rafter Tails:** Fascias should be constructed of nominal 2" thick material. Rafter tails must be covered with a fascia board, with a depth of at least 1" greater than the attached gutter.
17. **Garages:** Seen from the street, the main living areas of the house must dominate the garage. The visual impression should be that of a house with a gracious entry, not of a garage and a driveway. Particular attention must be given to avoiding large, blank areas above garage doors.
18. **Gutters and Downspouts:** All gutters and downspouts must be designed as a continuous architectural design feature. Exposed gutters and downspouts must be colored to blend in with the surface to which they are attached.
19. **Heating and Cooling Systems:** All interior or exterior heating or cooling systems must be screened from view from neighboring properties, streets and public open spaces and must be located and screened to minimize noise to adjacent properties.
20. **Mailboxes:** Mail distribution, in most cases, will be centralized mail delivery stations as required by the U.S. Postal Service. Any mailboxes not installed by the U.S. Postal Service are subject to ARC approval.
21. **Mechanical Projections from Roof:** Insofar as possible, plumbing vents, gas flues and other pipes should be grouped on that side of the roof which is opposite the street approach to the residence. Gas or chimney flues or pipes protruding from the roof must not exceed 2' in height; subject to compliance with applicable City of Beaverton building codes and must be painted to match the weathered roof color. The location and design of these chases must be shown on the construction review application.

22. Parking, Automobile: A minimum of two open-air parking places and two enclosed parking places are required for each single-family lot. Enclosed parking must be in an approved garage, or an approved area adequately screened from any street and neighboring property views.
23. Parking, Recreational Vehicles: RVs may be parked temporarily--for a period NOT to exceed 48 hours in any 7 day period--in driveways or on the street. This includes parking of boats, trailers, recreational vehicles, trucks (except for pickups with no more than one (1) ton carrying capacity, passenger vans, and sport utility vehicles), campers, non-street licensed motorized vehicles and, in addition, any equipment in excess of one quarter ton carrying capacity. (City or Beaverton regulations permit street parking of RVs and certain other vehicles for a period NOT to exceed 48 hours.)
24. Prefabricated Housing: Prefabricated housing is not allowed in Murrayhill.
25. Privacy Screens: The preferred privacy screen is one that is treated as an architectural extension of the building, both in its design and in its materials, rather than as a separate and unrelated element.
26. Recreational Equipment: Selection and placement of recreational equipment and play structures, including support, frame and mounting systems are subject to ARC approval prior to installation. Application should provide information necessary to fully describe design, appearance, color and location of item (indicated on a site plan and drawn to scale). Photographic and catalog representation of proposed equipment and structures can be part of the documentation. Recreational equipment and structures are to be located and/or screened to minimize visual and noise impact to adjacent properties and the street.
  - 26.1. Basketball Backboards and Supports: Basketball backboards are to be located in front and side yards only if there is no suitable location in the rear yard. Backboards must not be attached to the house; they must be freestanding. Black or dark colored finishes are allowed. Bright, fluorescent or multi-colored poles and supports are not allowed. All portions of the basketball structure must be kept in good repair. Portable basketball hoops should not be left on sidewalks or in roadways.
  - 26.2. Play Structures: Play structures are to be located in rear or substantial side yards and must be approved by the ARC on a case-by-case basis. Play structures should be screened and have minimal impact on adjacent properties and views from the street.
27. Roof and Attic Vents: Roof and attic vents must be shown on the building elevations. The type, size and proposed design must be clearly shown. To the greatest extent possible, vents must be located so as not to be seen from streets.
28. Screen and Storm Doors: Installation of screen and storm doors is subject to application review and approval by the ARC. Applications must be accompanied by the appropriate application and must include documentation as necessary to fully describe the design, appearance, color and location. Such doors must be of durable, quality construction, compatible with the design of the home and must either be finished to match the primary door or the color of the trim adjacent to the door. Doors with grilles, bars or other ornamentation are discouraged.
29. Service Areas/Service Structures: When not provided by other structures (fence or landscaping), each residence must have a screened service yard, enclosing garbage and yard debris containers, firewood, bicycles and other similar items, which must be placed where items stored will not be visible from the street or neighboring properties. Garbage and yard debris containers shall be returned to the storage area by the end of the day of trash pickup. Garbage and yard debris containers shall not be removed from the service storage area for street side placement prior to the day before collection. Service, clotheslines, swimming pools, etc., if desired, are subject to review by the ARC and permitted on a case-by-case basis only.
30. Siding Material: Siding materials typically approvable for use within Murrayhill include lap siding (both cedar and man made products, such as L-P or Hardi Plank), synthetic stucco (such as "Dryvit"), vertical cedar siding, brick, and synthetic and natural stone. For new construction, submitted drawings must indicate exact materials and their locations.

- 30.1. Re-siding: In order to keep current the construction file for each home in Murrayhill, if you are replacing the siding materials on your home, you will need to make an application to the Architectural Review Committee. The Architectural Review Committee has developed a streamlined application for this purpose, and there is no fee for this review.
31. Signs: This section addresses various types of signs within Murrayhill. Anything not addressed in this section will be dealt with on a case-by-case basis at the discretion of the Architectural Review Committee.
- 31.1. Completed Homes: Upon completion of a residence, signs may be posted as follows:
- 31.1.1. Address: A sign mounted to the exterior of the building identifying the occupant and the address of the unit must be no larger than 12"x 12".
  - 31.1.2. For Sale/Rent: In the event the owner wishes to advertise such owner's residence for resale or rent, the sign used for this purpose must be approved in advance by the Architectural Review Committee. Only one (1) "For Sale" or "For Rent" sign is allowed. Properties with more than one street exposure are allowed one additional sign.
  - 31.1.3. Temporary Signs: "Open House" and "Model Home" signs are not to be permanently displayed and must be removed when the home is not being shown. Streamers, flags and other like advertising or attention-attracting devices are expressly prohibited.
  - 31.1.4. Garage Sale Signs: One sign may be posted at site of sale. Additional signs are limited to one at each main entrance to Murrayhill and corner directional signs only. Signs must not be larger than 18"x 24". Out of consideration for our neighborhoods, Garage Sale and other like signs should be put up the day of the event and removed by Sunday evening.
  - 31.1.4.1. Mounting on Trees Prohibited: Under no condition may signs be mounted or nailed to a tree.
  - 31.1.4.2. Directional Signs: Sandwich boards or A-Frame signs indicating open houses are permitted only during the times the homes are actually open and must be completely removed at other times, not just knocked down or hidden in the landscaping.
  - 31.1.4.3. Attention Devices Prohibited: Any device designed to draw attention to any signage, such as but not limited to, balloons or streamers is expressly prohibited.
- 31.2 During Construction: During single-family home construction, signs may be posted as follows:
- 31.1.5. Sign Size Limits: Signs generally must conform to a maximum size of 18"x 24".
  - 31.1.6. Mounting and Number of Signs Permitted: Signs must be mounted only on the sign tree installed by the developer and must be limited to two signs in addition to the standard lot identification number.
  - 31.1.7. Contractor Signs: Contractors, such as painters, landscapers, window cleaners, etc. working on homes may wish to install their signs as a means of advertising their work. These signs may be installed without prior application subject to the following conditions:
    - Only one sign may be installed per lot at any time.
    - Signs must not be larger than 18"x 24".
    - Contractor signs must be removed within 3 days of completion of their work.

Landscape contractor signs may not be installed as a permanent part of your landscaping.
- 31.2. Multi-Family Sites: All signs posted on multi-family sites must conform to City of Beaverton sign regulations and have prior written approval of the ARC.
- 31.3. Sign Removal: Signs not meeting Murrayhill guidelines will be removed and discarded from the premises where displayed without notice. The party or parties identified on the signs are liable for all cost incurred to remove any signage not in conformance with these guidelines.

32. Solar Installations: All proposed installations of solar collectors of any type require the submission of a "Solar Collector Application" to the Architectural Review Committee (ARC) of the Murrayhill Owners Association. Solar collectors include a myriad of solar panels, solar tiles, and any of the other devices that are intended to convert sunlight to heat or energy. All such applications will be reviewed on a "case-by-case basis", due to the numerous variables which include, but are not limited to aesthetics, solar efficiency, functionality, visibility, lot location and other neighborhood variables.

### **32.1 Definitions of Rooftop Solar Collector Devices**

- 32.1.1 Rooftop solar collector devices are defined as:
- 32.1.2 Photovoltaic (PV) panels/modules
- 32.1.3 Solar Water Heating (SWH) panels/modules
- 32.1.4 Integrated Photovoltaic Systems (IPS), i.e., photovoltaic shingles, tiles or siding or thin-film laminates.

### **32.2 Aesthetic Guidelines**

Color preference for the device surface is black, and if constructed with trim, the trim must be anodized or otherwise color treated to match the home's exterior paint scheme, or black to match solar device surface. Solar "shingles" that mimic the look of a composite shingle are acceptable but should match the color of the current roof shingles as much as practical. All painted surfaces will be kept in good repair.

The maximum solar device clearance (distance from the roof surface to the top surface of the solar device) should be four (4) inches.

#### **32.2.1 Street facing roof solar devices shall be:**

- flush mounted (i.e. match the existing plane of the roof, parallel to roof line). This also applies to side roofs that face a street; or
- architecturally designed to match the entire roof plane the system is intended to cover. (i.e. the solar system must extend to the ridge, valley and gutter lines in all directions)

#### **32.2.2 Installation:**

- Solar Devices must be installed on the plane of roof material and may not extend above the ridge line of the roof.
- The ARC prefers that the location of solar collectors not be installed directly above the front entryway of the homeowner's front door or on the most visible roofline of the house from the homeowner's primary street access.
- All conduit or pipe runs should be internal/concealed (non-visible from the outside) or, if external, be painted to match background color.
- Any exterior PV system inverter or other utility box should be placed either inside or within three feet of the existing utility meter, preferably on the same plane as the existing utility meter.  
Invertors and additional utility meters must be screened from view from the street.

#### **32.2.3 Maintenance:** It is understood by the homeowner that the solar devices will be kept clean and maintained for aesthetic and performance reasons.

33. Tree Preservation: The form and placement of the building, driveway, decks, patios and other man-made features must be designed to preserve trees. Removal of any tree over 6" in caliper or diameter at 4'6" in height is subject to approval by the ARC. The City of Beaverton has additional requirements, different criteria and a separate review process for approval of removing trees. Trees must be protected from damage during construction. (See item 17, Tree Preservation and Removal, Pages 25 & 26, for additional information).

- 33.1. Distance from Equipment: Trees must have no construction equipment allowed within 10' of the base of the tree. A greater distance may be required under special circumstances;
- 33.2. Soil Deposit: Trees must have no additional soil deposited on top of the root system.
- 33.3. Root Protection: Trees may need to have roots preserved by partially excavating by hand and sawing off roots at excavated areas;

- 33.4. Pre-construction Grade: Pre-construction grade must be maintained through construction to the time of finished landscape.
34. Utilities: All connections from trunk lines to individual structures must be underground. Exposed plumbing and electrical lines are not allowed. Materials must conform to the City of Beaverton requirements and standards. Water and sewer hook-ups must be inspected by the appropriate governmental inspectors. All excavation for site utility hook-ups must be restored to its previous condition. Utility meters should be screened or diffused from street view at time of final landscaping. Utility meters should never be located on the front of a home.
35. Utility Screening: In general, all utility meter panels and service feeds must be screened so that they are not visible from the street. Utility meter panels and service feeds must never be located in the front of a home.
36. Windows: Consistency in type, style, trim and proportion of window areas is a key focus of the ARC. Consistent with the goal of achieving quality in Murrayhill, the ARC will discourage applications showing differing styles and type scattered over the various elevations of the building. Type of operation and patterns of muntin bars (window "grids") should be compatible with the style of the home and consistent within each elevation and within each view of the home from the street.

Exterior bars on windows are subject to ARC application and approval. They must not be installed on any window or door facing a street or right-of-way.

## Fencing Guidelines

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Standard fences have been developed and approved by the ARC for use in Murrayhill. (See Appendix for Fence Construction Detail drawings.) Other designs may be submitted for approval. However, to encourage and establish development and neighborhood continuity, the ARC may restrict the type, height and/or finish of fences in certain locations.

1. **Applications:** Applications to the ARC for fencing approval (standard or non-standard) must include the height, location, color and design of the proposed fence, the designated Design Review fee, a sample of the proposed building materials, a paint or stain chip, if appropriate, and any such other information as the ARC may request. Location must be designated on a "to scale" copy of a site plan for the lot.
2. **Construction:** Fencing must not exceed 6' in height and is restricted to rear and side yards. Fence lines should parallel contours wherever possible, sloping to follow grade and blend with the terrain. Tops of fences running perpendicular to the grade should be sloped to follow grade and should not change more than 12" between panels; bottom of fences must slope to follow grade, with a maximum 4" clearance from grade. Design of gate(s) must match fence.
3. **Private Open Space Restrictions (Resource Areas):** In order to retain as much of the natural character as possible, fencing adjacent to private open space areas must be type "F" only, installed per the current standard Murrayhill detail, subject to the normal approval process. Fencing is prohibited at the boundary of lots abutting private open space and fencing is not allowed within the designated private open space easements. Fence type "F" must be built at least 3' from the private open space boundary and is limited to a height of 5'. Fences connecting to those fences along the private open space (such as side or rear yards fences) must be type "F" within 19' of the private open space boundary. Fences more than 19' from the private open space boundary must meet all other design guideline and ARC criteria. Specific additional requirements apply to Lots 434 - 440. See the plat restriction.
4. **Retaining Wall Fences:** Fencing adjacent to retaining walls is to be placed on top of the wall and set back at least 3' from the edge of the wall. If the fence is placed less than 3' from the top edge of the wall, the total height of retaining wall and fence must not exceed 6' measured from the downhill side.
5. **Corner Offset:** Fencing must be offset from corners of the house by at least 2' unless designated as an extension of the house wall.
6. **Finishing:** Fencing must be stained with "Olympic Stonehedge Solid Stain". In order to maintain satisfactory condition, all fence owners are encouraged to apply the approved stain as soon as practicable. The Applicant may apply to the ARC for approval of other stains or paints. Non-finished or weathered wood fences are not allowed.

## Landscaping Applications

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Commercial, multi-family and single family homeowners are responsible for landscaping their property as part of construction. Builders may apply for temporary or final landscaping. If a builder elects to apply for final landscaping, the same Guideline requirements apply as those for single family home landscape applicants. All landscape applicants should submit the entire plan at once, regardless of any installation phasing. Drawings submitted to the ARC should be drawn exactly as the improvement is to be built or installed. Inconsistency and inaccuracy will be cause for rejection of an application by the ARC.

It is the responsibility of the applicant, when installing landscaping, to follow the plan as approved by the ARC.

If a submitted landscape plan has been rejected by the ARC, or if significant changes have been made to a previously approved landscape plan, an updated, corrected application must be submitted to the ARC for approval. No landscape installation is to commence before ARC approval.

Landscape and Review: Builder's Temporary Landscaping Application or Builder's Partial Final Landscaping Application; Multi-Family Home Landscaping Application; Commercial Landscaping Application and Single Family Home Landscaping Applications are to be processed as follows:

1. Landscaping Review: Landscaping applications must be made in duplicate using the appropriate "Murrayhill Architectural Review Committee Application" form (completed in full). Inaccurate, partial or incomplete applications will not be reviewed by the ARC.
  - 1.1. Required elements: Applicant must submit two copies of the landscape plan and include on these drawings the following:
    - 1.1.1. Plant-list - List botanical and common names of all plant selections, indicating the plant size at time of installation. (A common name can represent many varieties of a plant. The botanical name is needed to specifically identify a plant selection.)
    - 1.1.2. Scale - No smaller than 1/8" equals 1'-0".
    - 1.1.3. Plant location drawn at mature size.
    - 1.1.4. Grading and elevations.
    - 1.1.5. All elements of landscaping drawn to scale.
  - 1.2. Landscaping Final Approval and Expiration: The applicant will be notified in writing of the action of the ARC within 30 days of submission of all information requested. If final approval has been granted, approval will automatically be deemed revoked 180 days after issuance, unless construction of the improvement or installation of the landscape has commenced or the applicant has applied for and received an extension of time from the ARC.
  - 1.3. Re-hearing: If the ARC rejects an application, additional review by the ARC will not be made unless substantial changes in the application have been made. The applicant can meet directly with the ARC during any stage of the ARC review process in order to clarify or resolve disagreement. If resolution cannot be reached during the final review process, the applicant has the right to request review by the MOA Board of Directors. It is up to the discretion of the MOA Board of Directors to decide if review will be granted an applicant. If the Board does grant review, the ARC Chairperson will be in attendance to clarify ARC action.
  - 1.4. Construction Observation: Submittal of an application gives authority to the ARC to make on-site observation of the lot and any landscaping in progress to determine reasonable compliance with the approved submittal.

- 1.5. Landscape Installation Field Changes: Although it is the intent of the ARC that all landscape installation be exactly per approved plans, the ARC realizes that occasionally a revision must be made "in the field" in response to certain existing conditions that may have been unforeseen at the time of approval. Any alteration to or deviation from approved plans must be submitted to the ARC for approval before commencement of construction or installation of the element to be altered. Any landscaper/owner/applicant who proceed with the field changes before ARC approval acknowledges and assumes the risk that the ARC can require changes to be altered or removed. The ARC is under no obligation to approve unauthorized field changes.
2. Landscape Alteration: The following information delineates which alterations and modifications require no application and which do require application:
  - 2.1. Landscape Alterations That Require No Application: Landscape that has been installed as originally approved by the ARC can undergo minor, insignificant changes without application to the ARC. Such allowable changes include:
    - 2.1.1. The addition of plants or shrubs to fill out the original approved landscape design.
    - 2.1.2. The replacement of plant material with plants of the same or compatible species and variety. Plant species and size references: Landscape Standards section 11 and 11.1.
    - 2.1.3. Required landscape mitigation plantings, such as but not limited to blank wall mitigation, required tree replacement or utility screening, must remain or be replaced. Areas left without shrubs or lawn must be replanted within 6 months with new plantings of appropriate size, density and scale. If the replacement lawn or plantings are other than depicted on the approved landscape plan an application is required.
    - 2.1.4. Disclosure: It is the responsibility of the property owner to ensure that non-application landscape alterations follow the Guideline requirements. Non-conformance may result in the ARC requiring modification or removal of the alteration by the owner and can be subject to the compliance process.
  - 2.2. Landscape Alterations That Do Require Application: Landscape changes that do require prior application to the ARC include:
    - 2.2.1. Landscape redesign.
    - 2.2.2. The addition or removal of trees.
    - 2.2.3. The addition of "hardscape items". Hardscape items refer to anything that does not grow, such as but not limited to fences, walkways, patios, decks, retaining walls, etc. Provide construction details on these items when submitting for review.

You should contact the ARC if there is any doubt as to whether or not application for an alteration is necessary. A landscape alteration requires the same kind of information in the application as for the original landscape application.
3. Multi-Family Home Landscaping: Multi-family home landscaping must be completed as part of construction and is subject to ARC review and approval.
4. Commercial Landscaping: Commercial landscaping is subject to ARC review and approval.

# General Landscaping Guidelines

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The goal of the landscape guidelines is to ensure high-quality, well-planned and attractive landscaping in Murrayhill. The natural landscape of rolling topography, Douglas-fir and mountain views provide character to the community. Landscape design in Murrayhill should enhance this scenic quality and incorporate plantings that compliment the existing features of the area. Planting in informal masses is preferred. Insofar as possible within the Guidelines, landscape may be designed to accommodate individual creativity, desires and needs of the applicant. All landscaping should be designed in conjunction with the architectural design of the residence, the lot and adjacent properties (such as boundary compatibility, views, easements, setbacks, special areas, etc.). Design and plant selections should attain a mature look within three to five years. Landscape should enhance solar efficiency.

1. The goal of each homeowner when developing their landscaping is to provide the following:
  - ◆ A fully landscaped yard (front, sides, and rear) with a mature appearance within 3-5 years.
  - ◆ A mix of evergreen and deciduous trees and shrubs.
  - ◆ Areas reserved for seasonal color (annuals, perennials) that also do not appear barren during "off-seasons".
  - ◆ Foundation plantings to screen concrete foundation exposure.
  - ◆ Blank wall mitigation. Many times, during construction review, the Architectural Review Committee will note tall and/or blank walls that cannot be broken up with the addition of windows. In such cases, the committee will require significant (tall) trees to be planted at the time of final landscaping to mitigate the tall and/or blank walls. (See General Construction Guidelines, Openings and Projections.)
2. Landscape Elements: The information provided is to aid the applicant in submitting an approvable landscape application. When planning your landscape, homeowners should be acquainted with all possible softscape elements (those items that grow) and hardscape elements (those items that do not grow). Landscape construction is to be installed using the same high-quality materials and care, as that required for home construction. Include in the application all those features that are relevant to a complete landscape design:

<u>Softscape</u>	<u>Hardscape</u>
Trees/Plant Material	Retaining Walls
Planting Beds/Mulch Areas	Patios/Decks
Ground Cover Areas	Sidewalks/Walkways
Lawn Areas	Sport Courts
Berms	Landscape Lighting
Ponds/Water Features	Fencing/Screening
<b>Indicate on drawings:</b>	
Final grade at 2' intervals	Standing Features (Arbors, Arches, Pergolas, etc.)
Contours off site to show compatibility with adjacent property	Recreational Areas (Play Structures, Play Equipment)
Drainage	Planter Boxes/Window Boxes
	Raised Garden Beds
	Accents (Large Wall Mountings, Trellises, etc.)
	Service Areas/Service Structures

3. The front, side and rear landscaping, including the area between the curb and sidewalk (parking strip) **is to be completed within 180 days of occupancy**. In the case of continuing inclement weather, an owner may apply to the ARC for a time extension.

4. Be aware that a new home purchased with temporary builder landscaping will require additional landscaping within the final landscaping time limits.
5. Bark dust or other mulch products are not an acceptable ground cover.
6. Landscape maintenance is an important part of the landscaping process. All landscaping must be kept in a neat and orderly appearance, free of weeds or other undesirable plant material at all times. Dead or dying trees, shrubs and other plant material must be removed and replaced as soon as possible. Failure to maintain landscaping in a neat and orderly appearance is a violation of the CC&R's and is subject to action from the Owners Association Compliance Committee.

## Landscaping Standards

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1. **Accents:** Decorative accents, such as large stones, river rock, etc., may be used sparingly for landscape highlight. Accent materials are not to be used as permanent ground cover in large areas.
  2. **Adjacent Properties:** The scenic views of adjacent properties must not be blocked. Consideration to adjacent properties must be given both in plant selection and placement. Avoid invasive plants at property lines and consider height and space limitations in regard to mature plant size. Plant selections should be compatible with adjacent material.
  3. **Design Elements:** When laying out the landscape design, think about what achieves good proportion relevant to the home, plus pleasing line, spacing, color and texture. Consider area function and access when planning. The core of landscape design can be met with an interesting mix of deciduous and evergreen plants to provide year-round greenery and color. Massing, varying heights and creative accents lend individuality to your landscape. Avoid the individual scattering of plants. When designing the landscape layout, give consideration to exterior (shade, screening, etc.) and interior (light blockage, views, solar efficiency, etc.) effects of plan design.
  4. **Foundation Coverage:** Exposed foundation must be screened. A predominate mix of evergreen shrubs is best to provide year-round foliage, soften corners and dress up the base of the house. Choose species that will not grow too large for the area or damage the foundation.
  5. **Grading:** Any re-grading proposed at time of landscaping must be clearly and accurately indicated on your landscape plan. (Please refer to Item 9, Drainage, page 12, for more information about re-grading).
  6. **Ground Cover:** Large, bare, unplanted areas are not permitted in the landscape design. Mulches are not to be used as permanent ground cover, but natural, native bark mulch products are recommended in planting bed areas to hold moisture and add organic matter to the soil. Ground cover should be selected and placed to provide the appropriate coverage and density for the specie at maturity; that is, they should provide complete coverage of the area intended within three to five years. Large areas of gravel, colored rock, painted concrete and Astroturf are not acceptable as permanent ground covers.
  7. **Hedges:** All hedge installation is subject to ARC approval on a case-by-case basis, which will include height, width, location, encroachment, setbacks, views and plant selection concerns. Hedges are not to be used as fencing. Extensive property line hedging is not allowed. Side yard hedges are discouraged. Hedges may be used in private, rear areas of the yard to screen or diffuse recreational areas, garden areas, storage areas, service areas, etc., from public or street view. Hedges are to be maintained in a manner appropriate to the specie. Selecting plant varieties that can be allowed to grow to a natural, graceful shape, without the need for severe pruning is preferred.
  8. **Landscape Maintenance:** All landscaping in Murrayhill is to be maintained in a neat and healthy appearance at all times.
  9. **Lawn Areas:** Lawns may be seeded or sodded. Turf is permitted next to and abutting structures. Turf must not be used in private open space and is discouraged adjacent to private open space and public open space. (See Item 12, Private Space, Private Open Space, and Public Open Space, page 24).
  10. **Parking Strip:** The homeowner is responsible for installing and maintaining the lawn area between the curb and the sidewalk and/or lot. Turf is required in the parking strip, but a stepping stone of rock, brick, etc., may be installed in the turf to allow access from curb to sidewalk. (Refer to Item 15, Street Trees, and page 25, concerning tree requirements).
  11. **Plant Species:** Certain plants and trees are indigenous to the Murrayhill area and have been found to grow well in this location. Recommended plant lists and assistance in choosing plants are available from the ARC upon request. Publications such as the Sunset Western Garden Book are a valuable resource when choosing plants material
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- 11.1. Plant material includes trees, shrubs, ground covers, vines, perennials, annuals and bulbs. A mixture of species will add interest to your landscaping. When making plant selection, be sure to research growth patterns, mature size and environmental needs of the specie selected (sun, shade, soil, drainage, etc.), then locate plants accordingly. Avoid placement that could result in damage to adjacent foundation,

sidewalks and driveways. Plant size chosen at installation should reflect growth rate of the plant material and should be placed on the plan in a manner to encourage a finished look within three to five years. The use of native plant material is encouraged in areas adjacent to private open space and public open space. If you are unsure which plants do well in this area, Murrayhill has developed a suggested (but not limited to) plant list that may aid in the selection of plant material.

12. **Private Space, Private Open Space and Public Open Space:** Murrayhill is divided into private areas, private open space (resource areas) and public open space (common areas). All landscape applicants are to abide by the Murrayhill Guidelines and the City of Beaverton easements and restrictions pertaining to both Private Open Space and Public Open Space areas. Check to see if your property is adjacent to public open space or part of private open space where specified Guidelines, as well as City of Beaverton restrictions apply. Also, be sure to read your title insurance document, which specifies easements and restrictions pertaining to your specific lot.

In order to avoid damage to terrain in private open spaces and public open spaces, homeowners should provide designers, contractors and workers with easement and restriction information before commencement of landscape design and installation.

- 12.1. **Private Space:** Boundaries of owner's lot, exclusive of Private Open Space.
- 12.2. **Private Open Space (Resource Areas):** Area that falls under private ownership, but is subject to development restrictions by the ARC and the City of Beaverton. These easements have been created to preserve wildlife habitat, drainage-ways, and to maintain the natural landscape.

**Any proposed alteration to these areas must be approved by both the City of Beaverton and the Architectural Review Committee. Plans received by the Architectural Review Committee without prior City of Beaverton approval will not be reviewed. Additional information regarding these areas is available from the City of Beaverton Planning Department as well as from the Murrayhill Owners Association office.**

The restrictions on these easements are as follows:

- 12.2.1. **Removal of Plant Material:** No tree, shrub or any other plant material may be removed without prior approval of the ARC and the City of Beaverton.
- 12.2.2. **New Plant Material:** New plant material should be indigenous to the area and should be chosen for its wildlife habitat value. No lawns are allowed within the designated private open space easements.
- 12.2.3. **Re-grading Prohibited:** No roadways or re-grading will be permitted within the private open space easements.
- 12.2.4. **Structures Prohibited:** No structure of any sort, including fencing, will be permitted within the private open space easement, nor are they allowed along easement lines, unless such structure is deemed required to protect the surrounding property, property owner, or community at large from a verified natural hazard or imminent danger.
- 12.2.5. **Landscape Transition:** Owners adjacent to private open space areas should provide a transition from landscaped areas to open spaces. Species at these junctures should be indigenous to the area. Layout of plant material should be in loose, informal masses.
- 12.3. **Public Open Space:** Area owned by the MOA for public use (such as sidewalks, Common Areas, etc.).
  - 12.3.1. **Adjacent Lawn:** Turf is discouraged in areas adjacent to public open space.

- 12.3.2. Adjacent Plant Material: The use of native or compatible plant material is encouraged in areas adjacent to public open space.
- 12.3.3. Informal Plant Arrangement: Informal massing of plant material adjacent to public open space is encouraged.

### 13. Retaining Walls

- 13.1. Wall Height: Retaining walls for landscape purposes should not exceed four (4) feet in height. Walls in excess of four feet in height shall be designed and the drawings stamped by a certified engineer. Particular notice shall be given as to footings, type of material and drainage allowance. The approval of the drawings by the ARC will necessitate construction only as approved. Two lower walls may complement a well-designed landscape arrangement much better than one taller wall. The potential for more usable landscaping area using a set of shorter walls should be explored and is encouraged.
- 13.2. Wall Material: Retaining walls shall be constructed of material that complements and is compatible with adjacent material and textures of those used in the home. Facing and capping of retaining walls is encouraged to present a pleasing vista. Blank retaining walls are discouraged. If it is not possible to construct a wall without large blank areas the area(s) must be mitigated by adequate plantings, or other means, as approved by the ARC.
14. Screening: Locations in the yard such as storage areas, service areas, noisy or play equipment areas, etc., are to be screened or diffused from street view and, if possible, from adjacent property view.
15. Street Trees: Street trees are planted by the developer in the strip between the curb and the sidewalk or lot in accordance with the requirements of the City as part of the Planned Development process. Owners are responsible for maintenance of street trees adjacent to their property.
16. Trees: The Murrayhill community places a high value on trees. Groves of trees should be preserved whenever practical. Siting, building, landscaping and maintenance of homes and yards must give high priority to retaining as many trees as possible.

Lots and neighborhoods that were wooded after installation of utilities and roads should retain a wooded character after home construction. Replanting is required to reinforce and replace trees removed during construction and subsequent occupancy so that the wooded character will recover within a 10-year period. Owners must plan, plant and maintain yards in order to preserve and protect the health of existing trees.

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

17. Tree Preservation and Removal: The form and placement of the building, driveway, decks, patios and other man-made features must be designed to preserve trees. Removal of any tree over 6" in caliper or diameter at 4'6" in height is subject to approval by the ARC. The City of Beaverton has additional requirements, different criteria and a separate review process for approval of removing trees. To remove trees, approval must be granted by both the City of Beaverton and the ARC. The City of Beaverton does not necessarily require permission for all tree removal. Street trees and protected trees only will require City permission for removal.
- 17.1. Tree Removal Approval: Generally, the ARC will approve removal of trees only in the following instances:
  - 17.1.1. Distance from Structures: Tree is within 15' of the foundation, 7' of walks and drives or 3' of a deck, provided a reasonable attempt has been made to site the home to preserve existing trees, particularly stands or groves of significant trees.
  - 17.1.2. Condition Report: An arborist or the MOA Landscape Consultant has confirmed, in writing, that a tree is damaged or diseased or is dead.

- 17.1.3. Single trees: A single tree may present a hazard to the adjacent property and must be judged separately from the above criteria. Special attention must be given to canopy size, potential for windthrow, former status within the stand and possible future deleterious effects from re-grading adjacent to this tree.
- 17.2. Protection of Trees to be Preserved: Trees identified by the ARC to be saved as a condition of approval require the following protection:
- 17.2.1. Trees designated to be preserved shall be fenced with five foot high fencing a minimum of 15' from the trunk of the tree. (If the tree is less than 6" in diameter at 4'6" height the fencing may be accomplished at the drip line of the canopy.) This fencing shall be installed before any grading or construction activities on the lot.
  - 17.2.2. The area inside the fencing shall not be used for storage of construction materials. The fencing shall not be breached at any time during construction. If the fence is breached or penetrated, the ARC shall be notified immediately. All work in this area shall cease until an ARC representative has inspected the area and authorized fence repairs and any required mitigation before resumption of work in the affected area.
  - 17.2.3. No soil may be removed from inside the fenced area and no spoils may be placed in the fenced area without specific authorization from the ARC administrator or his designate. Construction litter will not be allowed to accumulate inside the fenced area.
- 17.3. Care of trees other than those required to be saved by the ARC is the responsibility of the applicant during any construction or landscape activity.
- 17.4. Tree Replacement: Removed trees are to be replaced in accordance with the following standards. The Architectural Review Committee reserves the right to alter or grant waivers to these replacement standards on a case-by-case basis.

Wooded Lots: The ARC defines the following as wooded lots: 233, 348-355, 385, 386, 391, 397-419, 483-487, 520-530, 533-536, 538-546, 554-558, 563-582, 586-591, 603-606, 609-614, 620-630, 634-636, 639, 640, 644-660, 669-673, 675-711, 712-727, 730 and 731.

- 17.4.1. On lots that are not wooded, trees cut with prior ARC approval must be replaced in Accordance with Standard "A". On lots that are wooded, trees cut with prior ARC approval must be replaced in Accordance with Standard "B". Trees cut without prior ARC approval must be replaced in Accordance with Standard "C". If the ARC determines that a gross violation of this tree cutting policy has occurred, additional mitigation may be required.

If Size of Tree Removed is <10", then

If Size of Tree Removed is > 10" then

Replacement standard	Replace each tree removed with quantity	Deciduous	Coniferous	Replace each tree removed with quantity	Deciduous	Coniferous
A	1	1-1/2" Caliper	8 – 10'	2	1-1/2" Caliper	8 – 10'
B	1	1-1/2" Caliper	8 – 10'	2	1-1/2" Caliper	8 – 10'
C	2	2" Caliper	12 – 14'	3	2" Caliper	12 – 14'

In addition, Standard "B" requires that replacement trees must be planted only if the following criteria are not met:

17.4.1.1. At least two trees (greater than 6" in diameter at 4'6" height) will remain in the front yard after construction

**and**

At least one tree (greater than 6" in diameter at 4'6" height) per thousand square feet of gross lot area will remain after construction.

17.4.2. Compatibility: Replacement trees should be chosen to be compatible with surrounding trees and environment.

17.4.3. Disclosure: Tree replacement must be finished by the completion of installation of final landscaping. The applicant has the responsibility to notify a subsequent purchaser of the property if tree replacement has not been completed.

## Flagpole Installation Standards

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18. **Flagpole installation:** Flagpoles have been approved in Murrayhill in the past. In reviewing a flagpole installation application the ARC's primary concern is to protect the rights of other Murrayhill owners. To this end the ARC considers the impact the flagpole will have on scenic Views of other lots, how the flagpole will appear from other lots, the noise the flagpole may create, and considers the density of flagpoles already in the neighborhood.

In addition to considering the impact the flagpole will have on neighbors, the ARC considers the Quality of the Material comprising the flagpole, the installation of the flagpole, and the landscaping immediately surrounding the flagpole.

Flagpole height may not exceed 20 feet. Flag sizes are relative to flagpole height. (See table below). Flags must be maintained in good condition.

1. A "cut sheet" showing what the pole looks like and how it's constructed. ARC wants to make sure the pole is well made and won't become an eyesore in a couple of years.
2. Details of how will pole be installed.
3. A scaled drawing of the lot showing:
  - a. the placement of the pole on the lot;
  - b. the landscaping that will be installed around the pole.
4. Lighting for the flagpole, if any. Flagpole lighting is just another instance of outdoor lighting and the ARC must review and approve all outdoor lighting applications. If no lighting is requested the ARC will make "no lighting" a condition of approval.
5. Size of the flags flown. Flag size should be relative to flagpole height. The table below shows. The

Pole Height	One Flag	Two Flags (Top & Second)
15'	3' x 5'	3' x 5' & 2' x 3'
20'	3' x 5'	3' x 5' & 2' x 3'

## Satellite Dishes

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GOAL: To allow MOA owners to achieve proper reception at the least expense, but also keeping visibility to neighbors and passers-by down to a minimum. In the interests of aesthetics and treating your neighbors, as you would like to be treated, the MOA ARC is providing the following guideline information:

The ARC requests the following from MOA owners:

1. Placing your dish(es) in least visible spots as not to offend the view of your neighbors
2. Using (approved) plantings to screen the dish mount when possible
3. If chimney-mounted, place in rear of home if possible.

Owners: please refer to the FCC fact sheet dated May, 2001 for owners' rights and responsibilities regarding satellite dishes. This information is available online at [www.fcc.gov/csb/facts.com](http://www.fcc.gov/csb/facts.com) or by writing to Federal Communications Commission, 445 12<sup>th</sup> Street, NW, Washington D.C. 20554, ATTN: Cable Services Bureau.

## Amendments

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Satellite Dishes	Amended November 15, 2001
Flag Pole Installation Standards	Amended November 18, 2004
Roof Forms and Materials	Amended November 18, 2004
Roof Forms and Materials	Amended February 15, 2007
Landscape Alterations 2.1.1	Amended April 19, 2012
Landscape Alterations 2.1.2	Amended April 19, 2012
Landscape Alterations 2.1.3	Amended April 19, 2012
Landscape Alterations 2.1.4	Amended April 19, 2012
Landscape Alterations 2.2.1	Amended April 19, 2012
Landscape Alterations 2.2.2	Amended April 19, 2012
Roof Forms and Materials	Amended November 21, 2013
Solar Review	Amended November 21, 2013
Solar Installations	Amended November 21, 2013
Solar Review	Amended October 16, 2014
Solar Installations	Amended October 16, 2014
Application fee increased Pg.4	Amended January 19, 2023

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**ADOPTION AND APPROVAL**

These Murrayhill Design Guidelines as revised effective October 16, 2014 are hereby adopted and approved by the Murrayhill Architecture Review Committee.

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