



Salishan Leaseholders, Inc.  
Design Guidelines



# Architectural Guidelines – Approved March 21, 2025

## Introduction

1. John Gray, a native Oregonian, businessman, philanthropist and real estate developer, built several high-end resorts in Oregon through the 1960's and 1970's. In planning Salishan, he envisioned a community that both benefitted from, and enhanced, the natural beauty of the Oregon coast. Gray created Salishan in 1961 by purchasing 600 acres of land with over two miles of oceanfront property that eventually offered 369 homesites. The original team of developers, investors and Architects supported his vision of creating a community in natural harmony with the beauty of this coastal site. Following is an abbreviated list of Architects who influenced the design philosophy of Salishan:
  - a. John Storrs, an influential member of the Northwest Regional style of Architecture, which is characterized by its use of natural, native materials and connection to the landscape. Storrs designed the Salishan Lodge in collaboration with Barbara Fealy, a renowned Landscape Architect.
  - b. The Portland office of Skidmore Owings and Merrill, with Dave Pugh as Principal Architect (and a Leaseholder), designed and engineered the master plan of Salishan with minimal intrusion into the natural view pathways and landscape. SOM also designed the original golf pro shop, the community center, and the original sales office/gate house (now a private residence). Salishan was the first gated community of its kind in Oregon.
  - c. Van Evera Bailey, another member of the Northwest Regional style of Architecture, designed some of the earliest homes in Salishan.
  - d. Saul Zaik designed the architecturally significant Long House, one of the first condominiums in Oregon.





## **The Salishan Lease**

1. The Uniform Lease states “Salishan Leaseholders, Inc. wishes to maintain, insofar as possible, the natural character of this scenic land and to require that all manmade structures blend into the natural background rather than stand out against it.”
2. To ensure the natural environment would always be preserved and enhanced, even as it was developed with homes and other infrastructure, the Salishan development team created a perpetual leasehold. This form of ownership codified environmentally prescriptive control over the property’s development by using covenants, restrictions and conditions that required all development to meet the original preservation intention. These conditions are stated in the lease: “Lessees understand that their right to use the homesite will be subject to the covenants, restrictions, and conditions herein set forth and that the same will be strictly enforced.” It is understood that people who choose to become a part of the Salishan community do so with this knowledge, and that they choose to live to here because of it.

## **The Architecture Committee (AC)**

1. Given the aspirational nature of the environmental philosophy envisioned for Salishan (as summarized above), the Uniform Lease allows for a committee of five (5) Leaseholders in good standing to serve as an Architecture Committee (AC), and states, in part, “...for the protection of all Lessees, Salishan, Inc. wishes through the Architectural Committee, to make certain that any development of a homesite will be consistent with its plan for Salishan.”
2. Also through the Uniform Lease, the AC has been charged with preparing Architectural Guidelines setting forth general concepts for the development of Salishan, which guidelines may be modified from time to time.
3. The AC acknowledges the many complexities of residential design and construction, and seeks to work in a collaborative fashion with all Leaseholders in the creation of successful projects.
4. The AC has been charged by the Board with the authority to grant or deny permission for all exterior project types as defined herein. This authority extends to all components of exterior color selection.
5. Leaseholders who do not agree with the AC’s findings on any application may appeal to the Board. In these instances, the Board’s decision will be final and is not subject to further appeal.

## **Definition of Project Types**

For reference purposes in this document, projects will be categorized as follows:

- Type 1: Minor Remodel - a project involving no changes to the exterior envelope of the home. Examples: deck replacement, repainting, replacement of siding or windows with those of same style, re-roofing/gutter replacement.
- Type 2: Renovation/Addition - a project that modifies, or adds to, the exterior envelope of the home. Examples: room additions; deck expansions; addition of a hot tub; re-landscaping.
- Type 3: New Construction - a project constructed on an undeveloped lot, or a project that removes an existing home and constructs a new one.
- Type 4: Landscaping - any project altering the exterior environment of a leasehold.

Interior improvement projects are exempt from AC review.



## **Design Application, Review and Approval Process**

1. Application & Review Process:
  - a. As of October 2024, the AC Application & Review process has been moved to an online platform that facilitates and expedites this process.
  - b. Leaseholders, at their option, may submit hard copy applications, reports, drawings, etc. in lieu of incorporating the online platform. Hard-copy submittals will be digitized and uploaded to the online platform for review.
  - c. Instructions for preparation and submittal of applications on this platform are available in a separate document which can be obtained from the Salishan office.
2. Approval Process:
  - a. The application approval process is a component of the online application process described above.
  - b. The AC is comprised of five (5) members. A simple majority of AC members voting to approve an application constitutes an approval.
  - c. All applications will be responded to in writing by the community manager.
3. Exceptions:
  - a. The AC reserves the right to make exceptions to these guidelines based upon unique circumstances or site conditions.
  - b. A Leaseholder seeking an exception to any element of the guidelines may submit a justification for the exception for review and deliberation by the AC.
4. Inspections:
  - a. The AC reserves the right to inspect projects during construction to ensure conformance with the approved plans.
  - b. Specific inspection requirements are as defined in "Observations and Final Inspection" under Contractor and Construction Regulations, below.

## **Site Design Philosophy & Requirements**

1. Salishan's Distinct "Zones":
  - a. The Spit - Oceanfront/Bayfront Zone: Preservation of the established Salishan Oceanfront/Bayfront design vernacular is essential. The design of Type 2 & 3 projects must take into consideration the scale, massing, and materials use of neighboring homes, and must preserve existing view corridors.
  - b. Hillside Zone: Salishan's Hillside zone is exemplified by heavily treed drainages that in many instances are steep, creating challenging building sites. Careful consideration should be given to tree preservation, and the avoidance of excessive horizontal projection out into space with structures and decks.
2. Site analysis should consider weather and wind exposure, natural/existing drainage patterns, existing trees, vegetation, soils, and view corridors. Future views should be considered when planting new trees, or when determining whether a proposed building will obstruct neighboring views. Siting of the home should prioritize minimum tree removal and site disturbance.
3. Lot Coverage: There is no requirement for minimum or maximum lot coverage. Scale and massing of homes must be compatible with neighboring properties and must respect view corridors wherever reasonably possible.



4. **Setbacks:** Salishan's original design guidelines were deliberately established without fixed setbacks, in recognition of the many differing conditions and circumstances inherent in the environment. From the beginning, the AC has been charged with evaluating setbacks for all new construction applications on a case-by-case basis, employing reasonableness and a thorough analysis of existing conditions to arrive at conditions of approval that are fair and defensible. This is not intended, however, to imply that 'zero lot line' proposals will be considered in other than extraordinary circumstances.
5. **Height Limit:** Similar to Setbacks, Salishan's original design guidelines were deliberately established without a fixed height limit, for the same reasons as those described above; compatibility with adjacent homes has been the primary guideline. As Salishan has developed, however, it is very clear that a maximum structure height of 30-35 feet has emerged as a consistent guideline. In the simplest sense, proposals for Type 2 & 3 projects must respect the scale and massing of neighboring properties – design solutions that overwhelm neighboring properties will not be approved.
6. **Tree Removal/View Preservation:**
  - a. All tree trimming and removal activities are subject to review and approval by the AC prior to work being undertaken.
  - b. The Uniform Lease states that Leaseholders must ensure that their trees and vegetation do not interfere with the view of others to the greatest extent reasonably possible.
  - c. Wholesale removal of trees or other vegetation from any leasehold is strongly discouraged; any such request must be accompanied by a thorough and well-reasoned justification.
  - d. All Type 2 & 3 projects must identify on the required site plan all trees that are proposed to be removed or trimmed. Tree species and size must be identified for all affected trees. It is highly recommended that all affected trees be located by the site surveyor and accurately shown on the boundary/topographic survey, including canopy lines.
7. **Site Impact Prior to Final Approval:** Any tree removal or pre-clearing of undeveloped building sites is expressly prohibited unless required by jurisdictional authorities for matters such as septic tank/drainfield locations (on those leaseholds not served by public sewer); in these instances, an application, and advance written approval from the AC, is still required.
8. **Construction Activity Zone (CAZ):**
  - a. Architects must be careful to design Type 2 & 3 projects so they can be built within given site constraints. The architect is to identify a Construction Activity Zone (CAZ) on the site plan. The CAZ is the area in which all activities related to building a home must occur. No construction activity may take place outside of this area. The CAZ is to be established during the design phase of the project and will be reviewed in greater detail at the Pre-Construction meeting.
  - b. In order to successfully limit construction activities to within the CAZ, the order of tasks and techniques used to build the home must be carefully considered as a part of the project design.
9. **Site Grading:**
  - a. Planning for construction activities during the site planning and design phases is critical to the successful implementation of a project. To the greatest extent reasonably possible,



- leaseholds should be developed with minimal modification to the existing topography and landscape.
- b. All excavation spoils not incorporated into a final Landscape design are to be removed from the site.
  - c. All areas disturbed during construction must be restored to their original/natural appearance or modified in accordance with an approved Landscape Plan. Natural area restoration includes replanting native grasses and other native plant materials, and redistributing mulch to cover raw earth.
10. Site Drainage:
- a. Existing site drainageways are to be preserved to the greatest extent reasonably possible.
  - b. Drainage loads from newly developed impervious areas are to be calculated as a component of site engineering and shown either on the final plans or in a separate submittal attachment to the plans.
  - c. Site engineering must include a means of dispersing and detaining all developed drainage loads on site.
11. Site Utilities:
- a. All utility connections to individual structures must be underground; exposed plumbing, electrical, telecommunications and/or other utilities and services are prohibited.
  - b. All disturbances from excavation work associated with utility connections must be restored or made a part of the developed landscaping; this includes any and all work performed in roadway rights of way and/or on adjacent leaseholds.
12. Vehicles & Parking: At least one primary resident parking location, and one guest parking location, is required for all homesites.
13. Driveway Materials:
- a. Impervious materials such as concrete or asphalt are acceptable; however, large expanses of either material are discouraged. The finish of concrete driveways and flatwork shall be noted on the plans. Examples: natural, stained, stamped or exposed.
  - b. Permeable surfaces (such as landscape pavers or “turfblock”) are encouraged where feasible.
14. Decks: Prevailing wind conditions must be understood for all homesites where decks are proposed – Salishan tends to get north winds in the summer (which can be quite cool) and south winds (and storms) in the winter. Decks must be carefully planned to ensure usability throughout the year.
15. Exterior Walls:
- a. Landscape walls are to be either of native stone, split-face concrete masonry, or cast concrete, either board-formed or with stone cladding.
  - b. Exposed concrete walls require specific approval by the AC.
16. Trash/Recycle Enclosures:
- c. Trash and recycle carts must either be stored in the garage or in a screened enclosure; carts cannot be visible from the street or neighboring properties.
  - d. Exterior enclosures should be animal-proofed.
17. Storage Enclosures: Freestanding prefabricated sheds are discouraged and require AC approval.
18. Exterior Lighting:



- a. Exterior lighting should be screened or shielded so that direct light is not visible from the street or from the dwelling of any Salishan resident.
  - b. Building or landscape uplighting is not permitted. Illumination necessary for evening activities must be directed downward and be only bright enough to provide for the safe traversing of steps and paths.
  - c. AC policy requires that outdoor light fixtures be Dark Sky compliant. A sample or picture of all proposed exterior lighting fixtures must be submitted to the AC for approval.
- 19. Landscaping & Landscape Décor:
  - a. All landscape materials must be indigenous to the Oregon Coastal region.
  - b. Landscape Décor must conform to existing Care & Appearance Committee guidelines; see separate document.
- 20. Fencing & Screening:
  - a. Fencing along homesite perimeters is not permitted.
  - b. Perimeter hedges are not permitted; placement of plantings must be done in as natural a fashion as possible.
- 21. Hot Tubs:
  - a. Screening of hot tubs and adjoining deck areas from neighboring properties and/or streets is encouraged.
  - b. Hot tubs on roof decks are not permitted.
  - c. Decks must be designed appropriately for associated structural loads.
- 22. Flagpoles
  - a. Freestanding mast-style flagpoles are no longer permitted.
  - b. Wall-mounted flagpoles are permitted to be installed on the face of a home in an appropriate location.
  - c. Maximum pole length to be 72".
- 23. Satellite dishes/antennas are permitted as per state law. Installations on grade are to be shielded from view from adjacent roadways or neighboring properties to the greatest extent reasonably possible.
- 24. Firewood Storage:
  - a. If firewood is to be stored in the home's garage, it is highly recommended that it be raised off the floor and not touch walls to avoid insect infestation.
  - b. Firewood stored in outdoor areas must be neatly stacked (off the ground is highly recommended) and appropriately maintained.
- 25. Maintenance of Vacant/Undeveloped Sites: Vegetative undergrowth should be appropriately maintained and kept in check to prevent overgrowth and undue fire risk.
- 26. FireWise Considerations:
  - a. Per the NFPA: "Firewise techniques include minimizing the risk of home ignition by carefully landscaping around residential structures such as thinning trees and brush and choosing fire-resistant plants, selecting ignition-resistant building materials and positioning structures away from slopes." It is recognized that positioning structures away from slopes is obviously difficult within Salishan's Hillside zone. These instances will be addressed on a case-by-case basis.
  - b. While SLI acknowledges the importance of keeping all leaseholds "fire safe", and endorses the NFPA's FireWise Guidelines, no blanket authority for tree removal or trimming in



furtherance of FireWise guidelines by any Leaseholder is expressed or implied. All tree trimming and/or clearing activities require AC review and approval prior to the work being undertaken.

### **Building Design Philosophy & Requirements**

1. When viewed in the context of an individual building, many elements, such as the scale of an entryway, or the color of window frames, are seemingly minor design issues, but when viewed as part of a larger context, they are important in establishing and maintaining Salishan's evolved character. The design of new buildings must respond to the Salishan community at large, as well as to the building's specific site. To meet this standard, the highest quality of custom design and construction is expected.
2. A simple, organized building silhouette should blend in with and enhance neighboring buildings and landscape. An asymmetrical yet balanced massing and facade will provide a better fit with the 'neighboring context' of adjacent homes better than a rigid symmetry. Designs should prioritize function, and should avoid decorative features in favor of simple forms.
3. All elevations of the home are equally important. There should be a seamless transition in the use of materials, massing, and color as one walks around a home. Limit the use of multiple types of siding on any single elevation.
4. Because of the uniqueness of each site, the AC reserves the right to allow exceptions, or to require more restrictive solutions than those listed herein.
5. A word about preservation: There are numerous notable examples of mid-twentieth century Coastal design at Salishan. As the community continues to evolve, and these buildings continue to age, it is the hope of the Board of Directors and the AC that these works will be carefully considered for preservation and renovation in lieu of demolition and replacement. *The AC reserves the right to deny the demolition or insensitive alteration to any property it deems historically or architecturally significant.*
6. Building Massing:
  - a. In general, relatively low-profile buildings with a variety in massing and rooflines are desired. Box-like or production home designs will not be approved. All new or significantly remodeled homes should respect their neighboring structures and their inherent scale and design vernacular.
  - b. Simplify rather than make complex. Integrate materials with the form of the home, rather than applying them to the surface - i.e., the siding should reflect the form of the building.
  - c. All homes shall be designed with respect for the existing topographic character of the lot on which they sit. The design character should create a home that blends with its environment instead of standing out against it.
  - d. The design character of a home should be considered from all sides (including roof forms), not just the front or rear elevations, and all elevations should maintain the same visual integrity, cohesiveness, and design detail.
  - e. No minimum square footage, site coverage, or cost has been established in these guidelines. Rather than establish arbitrary standards, the AC will review each application



on a case-by-case basis. It is possible for a home to be large and still be in harmony with its site by avoiding the following:

- i. Exaggerated and/or over-scaled details and entries
    - ii. Buildings that appear top heavy and unrelated to the ground
    - iii. Large unbroken expanses of high or long walls
    - iv. Formally symmetrical plans and/or elevations
    - v. Setback-to-setback siting
  - f. Designs that propose 'blank' walls facing existing or adjoining lots and/or impose differing mass and scale on neighboring lots, or that obstruct view corridors, will not be approved.
7. Windows: The size and location of windows should be thoughtfully integrated into the design of the facade, and neither randomly placed, nor made symmetrical by default.
8. Siding/Trim:
- a. Use of materials indigenous to the Pacific Northwest is encouraged, but it is acknowledged that many improvements have been made in recent years to manufactured siding materials (e.g., Hardi-Plank, Hardi-Board, Azek, etc.) that yield very durable installations that will last for decades if properly painted and maintained. The AC encourages the exploration of new, alternate, and sustainable building materials and energy-efficient building systems.
  - b. Exterior treatments used on the building walls shall be continuous and consistent on all elevations/sides of the home in order to achieve a uniform and complete design, and to avoid a "veneer" look. Exterior siding material must be carried down to within eight inches of finished grade and must be angled or stepped appropriately to match finished grade.
  - c. The use of heavy corner and window trim is discouraged.
  - d. The use of plywood paneling simulated to look like vertical tongue and groove siding, generally referred to as "T1-11", is not permitted. Plywood paneling with a resawn cedar, fir, or similar wood veneer finish is acceptable.
9. Decks & Railings:
- a. Similar to Siding/Trim above, use of natural materials is encouraged, but it is acknowledged here as well that significant improvements have been made in recent years for composite decking and railing materials such as Trex and TimberTech, which are permitted.
  - b. All deck framing systems built from wood must incorporate pressure-treated lumber.
  - c. Stainless steel cable railing systems are extremely durable in our marine climate and are permitted.
  - d. Glass panel systems are permissible but, like all elements of Oregon coastal design, must be able to withstand 135mph wind loading.
  - e. Prefabricated vinyl railing systems are not permitted.
10. Roofing:
- a. Roof forms should be developed to express visual interest. There are no specific restrictions on roof types (e.g., shed, gable, hip, etc.) but designers are encouraged to promote practicality and efficiency. The depth of eaves may be a function of the exposure of the affected elevation to wind and rain. No minimum or maximum dimensions have



been established; instead, the AC seeks thoughtful and reasoned decisions by the designer to promote appearance and durability.

- b. Flat roofs or a combination of flat roof segments must be used with care and restraint to avoid awkward building configurations and boxy appearances. Areas of flat roof shall be integrated with the total building form. Where possible, flat roof areas shall be shielded from view with other roof or building elements.
- c. Cedar shake or shingle roofing is discouraged out of consideration of design for fire prevention. It has also been found in recent years that the quality of these materials in the marketplace has steadily diminished as the price has increased.
- d. Asphalt shingles are acceptable and are available in many forms, including high-profile “dimensional” products.
- e. Low-slope roofs, when approved, must be designed, detailed and installed with great care, and will be carefully scrutinized by the AC for performance and quality.
- f. Standing seam metal, or other roofing materials, will be considered on a case-by-case basis by the AC.

#### 11. Exterior Color:

- a. To simplify and hasten the approval process, the AC has established a list of pre-approved paint colors and roofing colors/materials. However, it is not the AC’s goal to have all homes painted the same color; the AC will generally approve colors that reflect coastal conditions.
- b. Older homes in Salishan often had natural cedar siding which was left to “grey out” without paint or stain, which was in keeping with the vision of John Gray. As a result, there are many acceptable shades of grey and other colors found in nature that simulate the look of natural wood or vegetation.
- c. The use of highly contrasting trim colors is discouraged; white or off-white trim colors will not be approved.
- d. All windows and doors are subject to color approval.
- e. All exposed sheet metal and/or plastic, with the exception of copper or stainless steel, should be painted.

### **Maintenance**

- 1. Coastside environmental considerations are of paramount importance – the marine environment impacts wood-framed structures in many ways. Moisture-laden salt air and wind-driven rain will attack untreated wood and many metals – aluminum is particularly vulnerable to accelerated corrosion. There can be significant temperature swings at varying times of year, putting considerable strain on corners, joints, window assemblies, doors, etc.
- 2. Durability is essential – design and construction must incorporate quality materials, and installation must be performed by quality craftsmen who understand and are experienced with construction in the coastal environment.
- 3. On Landscaping, use of indigenous plant materials is required to avoid degeneration or failure in our marine climate – particularly for part-time residents who may be away from Salishan for extended periods of time.

### **Catalog Homes Discouraged**



1. Salishan is a very unique and sensitive physical environment, and every lot has unique characteristics that should be identified and made part of a unique design solution. Catalog homes, with their cookie-cutter standardization and suburban feel, tend to emphasize interior features and ignore the external attributes of their setting. This is inconsistent with Salishan's stated objectives.
2. Leaseholders contemplating new construction or significant renovation of an existing structure are strongly encouraged to consult with an experienced design professional to identify and maximize the external characteristics of their lot – views, environmental considerations such as wind and rain exposure, existing trees and geologic features, etc. – and incorporate these characteristics into a unique and carefully-considered solution.

### **Consultants & Contractors**

1. Architect/Structural/Civil Engineer
  - a. Pre-approval by the AC is required for all Architects, engineers, and/or building designers, and is granted on a per project basis. Specialized design skills and an understanding of site and environmental variables can be of major importance in realizing the special character and quality you want in a custom home. Ensure that your design professional reads and understands these Design Guidelines.
  - b. For Renovation/Addition (Type 2) and New Construction (Type 3) projects, the ability of the selected design professional to produce accurate, three-dimensional, computer-generated modeling of the proposed project and how the project relates to neighboring properties is essential. The technology necessary to create accurate 3D models of buildings from photographs is now commonplace and achievable at minimal cost. The AC will require these types of studies in many or most instances.
  - c. It is highly recommended that a licensed Civil Engineer be consulted in preparation of the required Grading and Drainage Plans.
2. General Contractor
  - a. Similar to design professionals, pre-approval by the AC is required for all general contractors and is granted on a per project basis. Specialized coastal construction skills are essential to ensure a quality product that will stand up to our marine environment. Ensure that your general contractor reads and understands these Design Guidelines.
  - b. Self-contracting for Type 2 and 3 projects involving multiple trades and material suppliers is discouraged and requires specific approval by the AC. Evidence of prior successful experience with these types of projects is required.

### **Procedures for Renovation/Addition (Type 2) and New Construction (Type 3) Projects**

1. The procedures listed below must be followed for Renovation/Addition (Type 2) and New Construction (Type 3) Projects. Note that depending on the scope of work, certain Type 2 applications may not require all of the following; submission requirements are at the discretion of the AC.
  - a. Retain an Architect or building designer who is highly competent, familiar with coastal design, and able to assure compliance with all SLI guidelines.
  - b. Arrange for a mandatory on-site pre-design conference. Attendees will be the Leaseholder, at least one AC member, and the Architect/designer.



- c. Obtain a topographical survey of the site prepared, signed and stamped by a licensed Surveyor registered in Oregon.
- d. Obtain necessary county approval for Septic System if required, and V-Zone Flood Requirements if on the Oceanfront.
- e. Prepare the Preliminary Plan Presentation, including *Doc #21 - Preliminary Plan Checklist*. The Leaseholder must provide:
  - i. A stakeout of the home on the site with the use of twine between stakes to show the outline. Ground level decks may be excluded.
  - ii. Install two (2) ridgepoles designating the maximum roof height, one at the highest point of the roof, and one outside the building envelope which must remain in place during construction. Alternatively, the second ridgepole (outside the building envelope) may be deleted if the contractor provides a signed declaration from the site Surveyor that, upon completion of foundation construction, the top of wall foundation elevations are in conformance with the approved construction documents.
  - iii. The main floor elevation must be clearly designated on both ridgepoles and must be based on the property datum point as identified on the survey.
  - iv. All property corner stakes must be flagged by the surveyor.
- f. Preliminary Plans must be 1/8" or 1/4" scale and must include the following:
  - i. An accurate site survey/site plan, prepared and stamped by a registered Surveyor, showing the following:
    - 1. An established elevation datum point.
    - 2. Topographic contours, both existing and proposed.
    - 3. Major trees and vegetation to be removed.
    - 4. Driveway access; show edge of existing pavement or gravel access road. The recommended minimum length of driveway is twenty (20) feet.
    - 5. Off-street parking for a minimum of two (2) cars.
    - 6. Location of the home, garage, any required retaining walls, and walkways; provide two diagonal distances from the datum point to two building corners to allow for building location verification by using direct measurement.
    - 7. Ground floor and ridge elevations of adjacent structures and distance of proposed building from the property lines.
    - 8. The Construction Activity Zone (see Contractor and Construction Regulations below) must be identified.
  - ii. Floor Plans of all proposed living areas/levels, including decks and/or hot tubs. Floor plans shall be dimensioned.
  - iii. Elevations of all sides of the home, identifying the following:
    - 1. Existing and final grades. At least one elevation or section must identify all floor elevations and maximum ridge height based on the established datum point.
    - 2. Type(s) of siding material, roofing material, window type and color, siding body and trim color, deck and railing type and color, chimney finish, and exterior lighting fixtures.



3. A front elevation (street side) showing adjacent structures in context with grade elevations.
  - iv. Site Grading and Drainage Plan, showing the following:
    1. All existing and proposed final grades.
    2. Areas of storage of excavated material during foundation construction.
    3. Drainage must be fully delineated, including areas of dispersal of drainage load from the roof and all impervious areas.
  - v. Site Utilities Plan, identifying the following:
    1. All utilities (e.g., water, gas, sewer, telecommunications) must be identified and connection points shown, both at the street and at the home. All meter locations must be identified.
    2. If applicable, septic tank and drain field location. If a septic system is proposed, reference any relevant pre-approvals, prior permits, etc.
  - vi. Preliminary Landscape plan, showing major vegetation removals, proposed retaining walls, stonework, pavers, patios, walkways, any outdoor fire features (*Doc #98 - App. for Outdoor Fire Feature*). Final plant choices may be submitted with the final plans.
  - vii. Preliminary Construction Logistics Plan, identifying the following:
    1. Materials storage/laydown areas
    2. Construction crew parking areas
    3. Porta-potty location – must be screened from view from neighboring properties to the greatest extent reasonably possible.
    4. Note: any required temporary grading required for laydown/parking areas is to be restored to original grades upon completion of construction.
  - viii. A study model built to scale, or a computer-generated 3D rendering, accurately showing the grading of the site and the massing of the proposed home and adjacent structures.
2. Present the Preliminary Plans for approval, as follows:
    - a. The preliminary plans must be submitted to the SLI office at least fourteen (14) days prior to the monthly AC meeting to allow for AC member review.
    - b. Incomplete preliminary plan submittal packages will not be accepted or reviewed.
    - c. One-fifth (1/5) of the building permit fee and the plan review fee must be paid when preliminary plans are submitted for review. These fees will not be refunded should the Leaseholder choose not to build.
    - d. The applicant may ~~request permission to~~ attend and participate in the AC review meeting, with pertinent design consultants.
  3. Following receipt of Preliminary Site Plan Approval from the AC, prepare and present Final Plans for approval, as follows:
    - a. Final construction documents must be submitted to the SLI office fourteen (14) days prior to the monthly Architectural Committee meeting. Plans must be identical to the ones to be used by the contractor to construct the home.
    - b. A final Landscape Plan is required with plant choices and locations.
    - c. Plans must conform to all current and applicable planning and building codes.



- d. Approval of preliminary and final plans shall become VOID one (1) year after committee approval. If construction exceeds one year from the start date listed on the SLI building permit, the Architecture Committee may grant permission for a time extension.
4. After the Leaseholder receives notification of Final Plans approval, the following steps must be completed before construction commences:
  - a. Obtain a Lincoln County Building Permit and submit a copy of the permit to the SLI office along with a copy of the plans stamped by the Building Department, and, if applicable, the Health Department (for septic systems).
  - b. Obtain a Salishan Building Permit (*Doc #103*) and pay the required fees.
  - c. Complete and submit the Contractor's Security Deposit (*Doc #73*).
  - d. *Note: Any subsequent changes to the plans, materials, or General Contractor must be submitted to the AC in writing for approval.*

### **Contractor and Construction Regulations**

1. The following are procedures and guidelines for Leaseholders and their contractors during construction in Salishan. The AC is not bound or limited by these guidelines; AC authority is as outlined in the Uniform Lease.
2. It is the responsibility of the Leaseholder to present their builder, contractor, or contractor(s) with a copy of the complete Design Guidelines package, of which these regulations are a part, and to make sure that the requirements are understood and strictly adhered to. SLI will enforce these regulations and pursue any necessary remedies. Reference to these Guidelines shall be made in all contracts with contractors and in their contracts with subcontractors.
3. Contractor Deposit: In order to preserve and protect property values and the Salishan environment, contractors shall be required to provide a Security Deposit for each improvement or for each year in which the Contractor performs work for one or more Leaseholders. The terms of the Security Deposit can be found on the Contractor's Security Deposit Agreement form, and the amount of the deposit is to be per the current fee schedule.
4. General Construction Phase Requirements:
  - a. Construction activity is carefully monitored to ensure that the majority of the site landscape remains in its natural state.
  - b. Because of the delicate nature of Salishan's soils, and the vegetation that it sustains, the use of, or transit over, any other Homesite or common area, is not permitted without written approval from the AC.
  - c. All construction activity must be performed within the limits of the Construction Activity Zone (CAZ) as defined in the Design section of these requirements, and as shown on the Architect's plans.
  - d. Due to CAZ constraints, construction techniques may be limited in certain areas. For example, trenching may have to be performed manually in areas with foliage too sensitive to accommodate heavy machinery. Innovative techniques, such as working from the back of the house to the front, help minimize the need to drive machinery around the footprint of a building. In order to limit work to within the CAZ, the order of tasks and techniques used to build the home must be carefully considered in the construction schedule. For example, stone may need to be delivered by heavy machinery to the rear of a site prior to



foundation excavation activities. It is the contractor's responsibility to plan the construction process to accommodate these requirements.

5. Hours of Operation & Procedure:

- a. Construction hours are 8:00 a.m. to 5:00 p.m. Monday - Friday and 9:00 a.m. to 5:00 p.m. on Saturday. No work is permitted on Sundays or Holidays.
- b. Both the SLI building permit notice (Doc #120) and the County building permit are to be posted or made available at the homesite during construction.
- c. Any deviations from the approved final plans must be submitted to the AC in writing for approval. Notice of any deviation must be made in advance of undertaking revisions.
- d. Site Impact Prior to Final Approval: Any tree removal or pre-clearing of undeveloped building sites is expressly prohibited unless required by jurisdictional authorities for matters such as septic tank/drainfield locations (on those leaseholds not served by public sewer); in these instances, an application, and advance written approval from the AC, is still required.

6. Site Access & Maintenance:

- a. All contractor personnel will be provided, by SLI, with a unique gate code, card or remote. Note: these codes or devices will only operate the entry gate during regular business hours; access to the property outside of these hours will be denied.
- b. The loan or transfer of a gate entry device to, or use by, any party for non-job connected reasons, is prohibited.
- c. Failure to return any gate entry devices upon completion of construction will result in a fine per the current fee schedule.
- d. Use of roadways within Salishan shall be to drive directly to and from the work site during construction hours. Use of roadways for any other purpose whatsoever is not permitted.
- e. All posted rules of SLI roadways, including the speed limit of 18 MPH, shall be strictly observed by all contractor personnel.
- f. Washing of vehicles or equipment on Salishan roadways is not permitted. Concrete truck washouts must be performed on the jobsite. Concrete washout pits must be excavated and removed from the jobsite upon completion of the project.
- g. Streets must be cleaned of mud or heavy debris within 12 hours unless prohibited by weather conditions. The contractor is to provide rock bed transitions at the jobsite entry when conditions require.
- h. Only contractor personnel are allowed on the property. Spouses may drive workers to the site and pick them up but must not remain on the property unless they are employees of the contractor or subcontractor. Contractor or subcontractor children are not permitted on the property.

7. Contractor Vehicles, Equipment and Temporary Structures:

- a. No construction vehicles (trucks, vans, cars, etc.) may be left at Salishan overnight without prior AC approval. The parking of vehicles or erecting of storage sheds or construction trailers will only be allowed in such locations as are approved by the AC; if required, these facilities must be shown on the Construction Logistics Plan.
- b. Driving of vehicles and construction equipment will only be allowed on designated access roads. Construction equipment may be left on site while needed but may not be parked or stored on roadways.



- c. No vehicles or equipment are allowed to be parked on neighboring homesites without prior written permission of the neighboring Leaseholder and the AC. Any areas used for this purpose are to be restored to original native condition upon completion.
  - d. Any damage to roadways, common areas, drainage pathways/inlets, street markers, walls, golf course cart paths, or neighboring homesites, etc., shall be the responsibility of the Leaseholder contracting the work.
- 8. Protection of Trees and Shrubs:
  - a. Construction must be conducted in a manner so as to minimize harm to all natural vegetation. Dirt or sand shall not be piled around tree trunks or shrubbery.
  - b. All topping, trimming or removal of trees must be approved by the AC on the final plans. Additional requests for tree removal or trimming during construction must be submitted to the AC, and approved, in advance.
  - c. Trees that are slated for retention on the final plan must be protected from damage during construction. The AC may ask that an arborist or other tree expert be consulted as to the best method of protection.
- 9. Excavation:
  - a. Removal of sand or native soil from the Salishan premises is not permitted by the Uniform Lease without AC approval. If soil or sand must be temporarily moved and stockpiled off the homesite, the AC will arrange for an approved storage site.
  - b. All sand and soil remaining on site must be placed where designated on the approved site, grading, or landscape plan.
  - c. Stumps, surplus non-native soil and other debris incident to excavation shall be removed promptly from the building site. All debris is to be transported to an appropriate local off-site facility.
  - d. Care shall be taken to prevent damage to major trees and their roots during excavation. See "Protection of Trees and Shrubs" above.
  - e. Make sure the ridgepole outside the building envelope is left intact and in place.
  - f. All culverts and drainage issues addressed on the final plans shall be constructed as indicated.
- 10. Utilities:
  - a. Provision of access to electricity and water during the construction process is the responsibility of the Leaseholder. Power/water may not be accessed from adjacent homesites without advance written permission from the Leaseholder and the AC.
  - b. No digging or excavation of any kind is permitted without an advance survey by a certified utility locator.
- 11. If any utility lines are cut or damaged, i.e., telephone, cable television, electrical, water, etc., it is the contractor's responsibility to report the accident to SLI personnel and the affected utility immediately.
- 12. Utility Connections:
  - a. Sewer/Septic Connection
    - i. The sewer district operator is to be contacted by the Leaseholder to assist with determining the connection location. All connection fees are the responsibility of the Leaseholder.



- ii. In those areas not served by the sewer system, the location of the septic tank and drain field and its size must be shown on the preliminary site plan and the final plans, and approved by the County Health Department and the County Sanitarian.
  - b. Water Connection
    - i. Water connections will be made at a point designated by the Superintendent of the Water District. All connection fees are the responsibility of the Leaseholder.
13. Staging & Storage of Materials and Worker Parking:
- a. Delivery, temporary storage, and handling of building materials during construction is a vitally important element of building within Salishan. Roadways are narrow and traffic cannot be blocked at any time for any reason.
  - b. Materials laydown and storage, worker parking, porta-potty and other site requirements as delineated on the Construction Logistics plan must be adhered to.
  - c. No construction materials are allowed to be placed on neighboring Homesites without prior written permission of the neighboring Leaseholder and the AC. Any areas used for this purpose are to be restored to the site's original native condition upon completion.
14. Debris and Trash Removal:
- a. Contractors are required to keep their job site neat and clean at all times.
  - b. Trash and discarded materials shall be removed not less than weekly; a dumpster or portable debris trailer must be used for storing trash on the site and be removed at the end of each week. All trash stockpiled for removal shall be located in a discreet area of the property until removed.
  - c. All contractor personnel are to keep all areas in which they work free of discarded materials such as lunch bags and odd materials. Objects should not be thrown out of cars and trucks or kept in the open bed of a vehicle to prevent the objects from being blown out.
  - d. Burning of debris of any kind on any jobsite is prohibited.
15. Noise and Dust Control:
- a. Loud radios and noise are prohibited. If an adjacent Leaseholder requests that radios or music be turned down or off, contractor personnel shall immediately comply.
  - b. Soil erosion and/or the excessive generation of airborne dust is prohibited and shall be managed by the contractor.
16. Portable Toilets:
- a. Contractors shall provide approved sanitary facilities for use by workers during the period of construction, placed as identified on the Construction Logistics Plan.
  - b. Toilets shall be serviced as needed to prevent the buildup of odors.
17. Fire Protection:
- a. Smoking or use of tobacco products is not permitted on jobsites.
  - b. No flammable materials may be deposited or stored on any Homesite, common area, etc.
  - c. Contractors shall provide a minimum of one serviceable 1016 ABC-rated dry chemical fire extinguisher on each construction site in a conspicuous location.
  - d. Burning of debris of any kind on any job site is prohibited.
18. Completion & Continuous Progress: In order to minimize the negative impacts of construction to existing Leaseholders, all construction projects shall be substantially complete within a 12-



month period and with work done in a substantially continuous fashion without extended periods of inactivity.

19. Observations and Final Inspection: Other than mandatory County and State inspection requirements, the Leaseholder shall request three (3) observations and a final inspection by SLI during the course of construction to ensure that the approved plans are being followed. The observations and final inspection shall be made by a member of the AC, and/or the committee consultant. At no time is SLI or the AC responsible for the quality of construction or adherence to County building codes.
- a. The first observation will be made at the time batter boards are in place and floor grades established.
  - b. A second observation will be made at the time forms are in place and before concrete is poured. In the case of an improvement on pilings, the observation will be made when the first floor elevation has been established and before framing is commenced.
  - c. A third observation will be made at the time framing is completed and before roof construction has been started.
  - d. A Final Inspection by the AC of all exterior improvements, to be requested by the Leaseholder in writing, will be made at completion of the project to assure that all plans have been complied with to the satisfaction of the AC. The Leaseholder shall be liable for any cost of changes occasioned by failure to follow the approved plans.

### **Reference Information**

Lincoln County Planning and Development: <https://co.lincoln.or.us/329/Planning-Development>

Planning & Development Resource Center: <https://co.lincoln.or.us/330/Resource-Center>

Lincoln County Building Department: <https://co.lincoln.or.us/336/Building-Division>

Oregon FireWise Information: <https://www.oregon.gov/osp/Docs/Firewise-the%20program.pdf>