



## Message from the HOA Board

2017 is off to a great start and we are eager to provide West Hill Estates property owners/occupants with an update on the five (5) main objectives we laid out in 2016. Here are some updates on each of the objectives:

**1. Increase the cohesiveness and effectiveness of the Board to better serve all in our neighborhood.**

The board continues to improve and refine its processes and meeting efficiencies relative to the established bylaws. Meetings have been held monthly, and positive momentum is building on our objectives. We fully acknowledge that continuous improvement is needed and are committed to just that. To help us serve you better, we encourage all property owners/occupants to attend meetings when possible, to hear what is going on in the neighborhood, and provide an opportunity to share feedback and identify ways you can contribute to this great neighborhood.

**2. Improve and maintain the appearance of WHE common area property.**

The board recognizes that the common area at the entrances needs some updating and maintenance. We have initiated an investigation into options, such as reducing grass area and replacing with lower maintenance landscaping. We believe it is possible to beautify and update the common area, while also reducing overall maintenance costs. We will keep the neighborhood updated when we have more information. Stay tuned.

**3. Create a more functional means of communicating with you the homeowner.**

Our website (<http://www.whehoa.com>) serves as the primary tool for information sharing and two-way communications. The site contains: copies of the five CC&Rs covering all ten phases; a printable Architectural Review Committee (ARC) form; a list of Board members and their responsibilities; meeting schedules; newsletters; and other helpful topics. The website is updated on a regular basis, so please visit the site often to receive the latest updates or to "contact" the Board with questions, feedback or requests to assess situations. Remember: Before you start such a project, an ARC application form must be submitted and approved.

**4. Improve homeowner compliance with CC&Rs.**

As a community of 319 homes, we believe WHE is one of the premier neighborhoods in the Salem area -- beautiful, high quality homes within walking distance to great schools. With your help, we can maintain the appearance, property value and livability of the place we call home. Achieving and sustaining the CC&R's of this neighborhood requires the help and support of each individual property owner/occupant. We have worked with home-owners to close out 51 incidents since July 2016. Unfortunately, we still have a large number of open reported incidents that are pending verification of non-compliance relative to existing CC&R's, or are waiting for homeowners to take action on notices provided to them. In short, and as a preventive measure, we are encouraging home-owners to become familiar with their specific neighborhood phase CC&R's and assess your property for compliance.

**5. Be fiscally responsible with the funds (HOA dues) you have entrusted us to manage.**

Budget is reviewed monthly and shows that our cost run-rate is on track with budgetary goals.

Again, we extend an invitation to all homeowners to attend our monthly Board meetings. Use the "Open Comment" period at the beginning and end of the meeting to express your thoughts, request or other feedback. Your input and participation is critical in making West Hill Estates Homeowners Association your association...and a great place to live.

Sincerely,

The WHEHA Board

## LANDSCAPING STANDARDS AND MINIMUM REQUIREMENTS

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In accordance with the Rules and Regulations Interpretation, Implementation and Enforcement of West Hill Estates Subdivision's Covenants, Conditions and Restrictions the standards for landscaping and maintenance of grounds are provided below.

- **Landscaping Design:** All Lots shall be landscaped in a manner that is harmonious and compatible with the overall landscaping policy as noted herein.  
(**IMPORTANT NOTE:** All designs or changes must be submitted to the West Hill Estates Architectural Review Committee (ARC) for review and approval before any project can be started. The ARC application can be downloaded from the HOA website: [www.whehoa.com](http://www.whehoa.com))

**Landscaping Maintenance:** Each Owner shall maintain the landscaping and yard area in an attractive appearance and free from weeds, insects, and diseases. Each Owner shall provide for the timely replacement of grass, lost plant life and bark dust, and trimming and pruning of plant material to prevent an overgrown look. Lawns will be sufficiently watered and fertilized as to maintain them in a healthy, green condition during normal growing seasons.

## MINIMUM LANDSCAPING REQUIREMENTS

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All front and side yard areas shall be planted with one of more of the following: deciduous or conifer trees and shrubs, ground cover, ornamental grass, turf grass, annual and perennial bedding plants. All exposed yard areas shall, at a minimum, be covered with bark mulch or similar material. Mounding of planting beds and lawn areas will be permitted if graded so as to blend with adjacent property and/or landscaping. Special care shall be taken to insure proper surface drainage to eliminate casual water pockets, so as not to infringe on neighboring property. Extensive areas of sparsely planted shrub beds covered with bark dust or similar materials will not be permitted in front yards or in front and side yards on corner lots

- **Vacant Lots:** All vacant lots and lots with partially constructed improvements shall be kept clear of any construction debris. Weeds and grass shall be kept mowed and not allowed to grow to a height of more than ten (10) inches.
- **Yard Ornamentation:** Ornamental features such as statuary, decorative flags, door wreaths and fountains will be in good taste and complement the homes architecture. Seasonal holiday decorations will be promptly removed after the holiday.
- **Trees:** Trees will meet the height standards in the CC&R. Fallen tree leaves will be routinely raked and removed. The height standards may vary from phase to phase, and in some circumstances, trees may be considered as City Trees by definition and are subject to City of Salem ordinances. Careful review of your specific phase in the neighborhood and city ordinances may be in order.

Link to City OF Salem Tree FAQ:

<http://www.cityofsalem.net/Residents/Parks/UrbanForestry/Documents/TreeFAQ.pdf>

- **Sidewalks & Driveways:** All sidewalk and driveways will be maintained in good condition, clear of overgrown shrubbery, and free of weeds. Any deteriorated areas will be repaired. Walk and driveway areas will be swept and cleared of dirt and trash including the curb and gutter area.
- **Play and Sports Equipment:** No play or sports equipment will be permanently installed in front yards or on driveways. If installed in side or back yards, play and sports equipment must be screened from public view at ground level from the street and adjacent property. Non-permanent basketball backboards in good condition may be placed on driveways as long as their use does not unduly interfere with or damage adjacent property. All recreational swimming or wading pools must be screened from view from ground level of the street and adjacent property.
- **Equipment Storage:** All garden or maintenance equipment and/or toys, when not in use, must be stored in such a way that they are screened from public view from ground level of the street or adjacent property.

Board of Directors

West Hill Estates Homeowner's Association  
P.O. Box 5892, Salem, OR 97304

**Find us on the web at**

[www.whehoa.com](http://www.whehoa.com) . The website is up and running and continually updated to help homeowners find information that they might find useful.

**What's New on whehoa.com?**

- P.O. Box mailing address
- Link to WHE on Facebook™

**Find us on Facebook™**

In the search field, type in: 'West Hill Estates Home Owners Association'

**Want to receive information faster? (Updates? Newsletters?)**

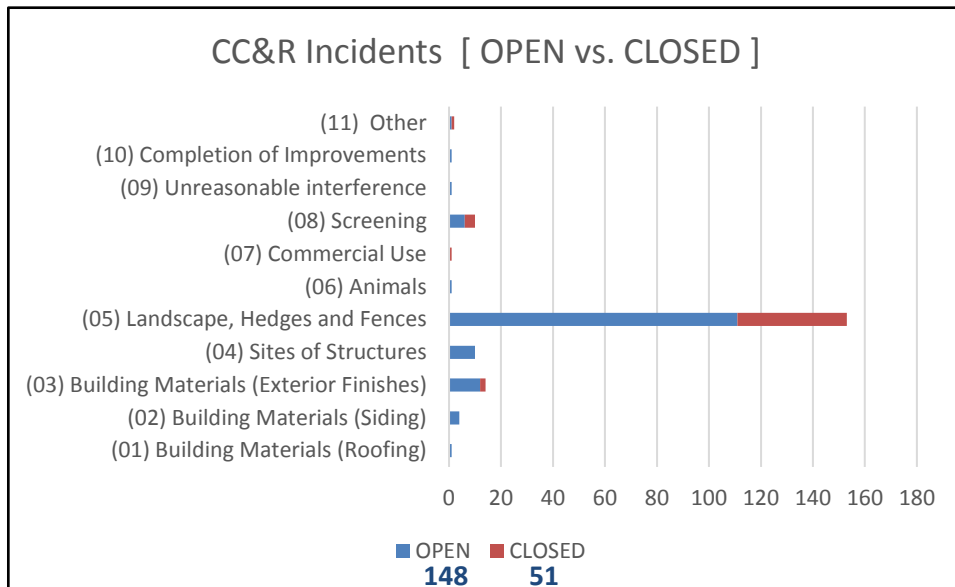
A helpful action by homeowners to further reduce our costs and increase efficiency is to share their current contact email address.

Use the [contact form](#) on the website and submit

1. Full Name
2. Primary email address
3. Property address

**CC&R Compliance Dashboard as of February 1, 2017.**

With your help, we are making progress in getting our neighborhood to a reasonable level of compliance. Additional action is still needed and requires both individual and collective support of each homeowner/occupant.



#1 CC&R Non-Compliance Incident Category: **'(05) Landscaping, Hedges, and Fences'**

**NOTICE TO ALL PROPERTY OWNERS/OCCUPANTS:**

Thank you to all doing your part. If you are in receipt of a non-compliance notice, please take immediate action to avoid any penalty fees. Your neighbors and the HOA Board Thank You for doing your part.

The Board continues to receive numerous complaints about West Hill Estates properties that are not maintaining their landscape areas. Recent storms have brought down trees, branches, and leaves contributing to unsightly yards that are NOT in harmony with the surrounding properties. A natural result of Pacific Northwest winters, is that the rain can contribute to excess moss accumulation on roofs, fences, stone, sidewalks, and driveways. Please conduct regular inspections on moss build-up and get it professionally treated to avoid damage to property.

**Your continued help and support are needed and appreciated.**

**The CC&R Compliance Committee Needs You**

As announced in the 2016 Annual Meeting, we are continuing to actively work on refining and consolidating the CC&R's for all 10 Phases. If you would like to join this committee and contribute, please contact the Board at [whehoa503@gmail.com](mailto:whehoa503@gmail.com).

### ARC approval required for exterior work

As a reminder to new members, the Architectural Review Committee (ARC) must approve any exterior improvement work (including house paint color, street-facing front and side yard landscape projects and satellite dishes), prior to commencement of that work. The ARC form is available on West Hill Estates HOA website: <http://www.whehoa.com>.

**IMPORTANT:** \*\* As noted on the application form, an ARC review and approval is for WHEHA compliance purposes only. All construction or installation of any improvement or repair shall comply with local, state, and federal building and land use regulations. The determination as to the need to comply with such regulations and obtaining required permits, inspections, approvals or locating of underground utilities, shall be the sole responsibility of the homeowner. "Do I Need A Permit?" A link to the City Permits page is available on the website. Any changes to the proposed plan of work necessitated by permits or compliance with local, state, or federal building or land use laws will be subject to an additional review by the Architectural Review Committee (ARC).

- **Application:** Complete the ARC application and attach any additionally required items.
- **Description of the project(s):** Include a complete description of the materials to be used and the finished dimensions. Also include a color description and sample if your project includes painting/staining.
- **Site Plan:** This includes but is not limited to: location of project(s) on the property with dimensions and distances from other items on the lot and required setbacks from property lines. (See example below)
- **Submit:** Mail or email the completed application, along with any additional required information, to the ARC Chairperson thirty (30) days prior to beginning your project.

**Decision:** ARC will do its best to review complete applications and respond in a timely manner so as not to impede the desired start date of your project. If rejected the homeowner can appeal to the full Board. If you have any questions as to whether your project needs ARC approval, please send an email using the "CONTACT" feature on our website <http://www.whehoa.com>. You will receive a prompt response from the ARC Chair answering any questions you may have.

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[Recipient]

Address Line 1  
Address Line 2  
Address Line 3  
Address Line 4