



Club Estates East Landscape Guidelines

Introduction

The 2024 Club Estates East (CEE) Board recognized that landscaping policies for our Homeowners Association (HOA) have never been consolidated into a single document. While many regulations are outlined in the CCRs and additional policies have been passed by previous Boards over the years, few homeowners are fully aware of them. To address this, we have decided to create a comprehensive document that not only clearly defines landscaping guidelines for homeowners but also provides educational background and references to enhance understanding of effective landscaping practices. Our goal is to maintain an attractive and inviting community with a degree of uniformity in appearance while allowing each homeowner the flexibility to incorporate personal landscaping choices.

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1 Community

Importance of Landscaping

Landscaping is more than just an aesthetic enhancement; it is a vital element in creating a cohesive, welcoming, and sustainable environment within our community. Thoughtful landscaping design and maintenance contribute to the overall beauty of the neighborhood, increase property values, and enhance the quality of life for all residents.

Aesthetic Appeal

Well-maintained landscaping adds visual harmony and curb appeal to our community. It creates a pleasing environment that reflects the pride we all take in our homes. Consistent landscaping practices ensure that each property contributes to the overall charm and character of our neighborhood.

Environmental Benefits

Landscaping can have a significant positive impact on the local ecosystem. By using native plants, conserving water through efficient irrigation, and maintaining green spaces, we support local wildlife, reduce our carbon footprint, and promote environmental sustainability. Thoughtful landscaping also

helps manage stormwater, reduces erosion, and improves air quality.

Property Value

Quality landscaping is a key factor in maintaining and even increasing property values. Homes with well-designed and maintained yards are more attractive to potential buyers, contributing to the long-term financial health of our community.

Community Cohesion

Uniform landscaping standards help create a sense of unity and pride among residents. When everyone adheres to the same guidelines, it fosters a more connected and cooperative community, where neighbors work together to maintain a beautiful and harmonious living environment.

Personal Enjoyment

Landscaping enhances the outdoor living experience, providing spaces for relaxation, recreation, and socializing. A well-kept landscape can be a source of personal pride and joy, offering a private retreat that enriches your daily life.

In summary, landscaping is a cornerstone of our community's identity and well-being. By investing in and caring for our outdoor spaces, we all contribute to a thriving, attractive, and sustainable neighborhood that we can enjoy today and for generations to come.

2 HOA Responsibilities

The Homeowners Association (HOA) plays a critical role in maintaining the overall quality, appearance, and functionality of our community. The HOA is responsible for establishing and enforcing guidelines that ensure the community remains a desirable and harmonious place to live. Specifically, when it comes to landscaping, the HOA's responsibilities include the following:

Establish Landscape Guidelines

The HOA develops and maintains a set of landscaping standards that are designed to promote consistency, enhance curb appeal, and support environmental sustainability across our community. The HOA regularly reviews these guidelines to ensure they remain relevant and effective in meeting our community's needs.

Review and Approve Landscape Proposals

Before making significant changes to their landscaping, homeowners are required to submit their plans to the HOA for approval. The HOA reviews these proposals to ensure they align with community standards and do not negatively impact neighboring properties or common areas. This process helps

maintain the aesthetic harmony and safety of the neighborhood.

Enforce Compliance

The HOA is tasked with monitoring the community to ensure that homeowners comply with the established landscaping guidelines. If violations are identified, the HOA will issue notices to the homeowners and work with them to bring their properties into compliance. This enforcement helps protect property values and ensures that the community remains attractive and well-kept.

Facilitate Communication and Education

The HOA serves as a resource for homeowners by providing information, answering questions, and offering guidance on landscaping practices. The HOA may also organize workshops, distribute educational materials, or host community events to promote best practices in landscaping and environmental stewardship.

Manage Requests and Disputes

The HOA handles all landscaping-related requests from homeowners, including maintenance requests and approvals for changes and alterations. In cases where

disputes arise between neighbors regarding landscaping issues, the HOA acts as a mediator to resolve the matter fairly and amicably.

Maintain Common Areas

Proper care and upkeep of common areas are essential for providing residents with enjoyable, safe, and aesthetically pleasing shared spaces. The HOA is responsible for maintaining the common areas. However, many homeowners elect to complete the maintenance within the common area surrounding their condo and can notify the HOA accordingly.

Routine Maintenance:

Lawn Care: Mowing, edging, fertilizing, and weed control are performed regularly to keep lawns in common areas healthy and attractive.

Plant Care: Trees, shrubs, and flowers in common areas are pruned, watered, fertilized, and monitored for pests and diseases as needed. Nuisance and invasive plant and trees species are removed.

Irrigation Management: HOA ensures that all irrigation systems in common areas are functioning correctly and efficiently, adjusting

schedules based on seasonal needs and weather conditions.

Hardscape Maintenance: Walkways, benches, and other hardscape features are cleaned, repaired, and maintained to ensure safety and functionality.

Seasonal Decorations and Plantings: The HOA may install and maintain seasonal plantings and decorations in common areas to enhance community appeal throughout the year.

Safety and Accessibility:

Hazard Removal: Promptly address any safety hazards such as fallen branches, uneven pathways, or damaged structures in common areas.

Lighting and Signage: Maintain adequate lighting and clear signage in common spaces for safety and ease of navigation.

Snow Removal: When practical and safe to complete, the HOA will enlist volunteers to help with snow removal. Otherwise, the HOA is fully responsible for snow removal.

Budget and Planning:

Financial Management: Allocate appropriate funds for the maintenance and improvement of common areas, ensuring cost-effective and high-quality care.

Long-Term Planning: Develop and implement long-term plans for the enhancement and sustainability of common spaces, including landscape renovations and infrastructure upgrades.

Vendor Coordination: Select and manage contracts with professional landscaping and maintenance vendors to perform required services efficiently and to standard.

Policy Updates and Education:

Guideline Review: Regularly review and update landscaping guidelines to reflect changing standards, environmental considerations, and community needs.

Educational Outreach: Host workshops, distribute informational materials, and use community meetings to educate residents about landscaping standards, best practices, and maintenance techniques.

Feedback Mechanisms: Encourage homeowner feedback on landscaping policies and practices, using input to inform future guidelines and enforcement strategies.

Maintain Limited Common Areas

The HOA is not responsible for maintaining limited common areas.

The HOA is not responsible for irrigation management within the limited common areas.

3 Common and Limited Common Areas

Definitions

Landscape – Common Areas

Common areas are shared spaces within the community that are owned collectively by all homeowners and maintained by the HOA. These areas include walkways, courtyards, cul de sac landscape, clubhouse/pool landscape, entranceway, landscaped beds immediately adjacent to and surrounding each condo, and other communal facilities.

The HOA is solely responsible for the design, maintenance, and upkeep of landscaping in common areas. While homeowners have some flexibility in their landscaping choices for the defined landscape beds immediately adjacent to and surrounding an individual condo, these choices must still align with the community's standards for aesthetic consistency and environmental sustainability. Prior approval is required before removing significant existing living vegetation. Homeowners are not permitted to make any alterations or additions to these areas without explicit approval from the HOA. The purpose of this restriction is to maintain a uniform appearance and ensure that these spaces are accessible and enjoyable for all residents.

Landscape – Limited Common Areas:

Limited common areas refer to the defined landscaped beds in the enclosed patio areas. This is the space where homeowners have the freedom to design and maintain their landscaping, within the guidelines set by the HOA.

4 General Landscape Guidelines

These general landscaping guidelines apply to homeowners who choose to maintain the landscaped beds directly adjacent to their condo. These guidelines are founded on two core principles that shape all landscaping decisions within our community: **Aesthetic Consistency** and **Environmental Sustainability**.

Aesthetic Consistency

Aesthetic consistency is crucial for maintaining the visual harmony and overall appeal of our community. To achieve this, the following guidelines should be observed:

Uniformity in Design: Homeowners are encouraged to design landscaping that harmonizes with the community's existing character. This involves selecting native or adaptive native plants that reflect the current vegetation, maintaining suitable plant heights, and aligning with the community's overall design theme.

Color and Texture: While personal creativity is encouraged, the selection of plants and materials should blend with the surrounding vegetation. Subtle, cohesive color schemes and textures that complement the existing landscaping help maintain the community's uniform appearance.

Proportionality: Landscaping elements should be proportionate to the size of the planting bed and the building. Large plants or structures that overwhelm the space or clash with neighboring properties should be avoided to ensure a balanced and harmonious look.

Environmental Sustainability

Environmental sustainability is a key consideration in all landscaping activities, ensuring that our community not only looks beautiful but also supports the local ecosystem and conserves resources. The following guidelines support this goal:

Native Plants: Native plants and adaptive native plants are well-suited to the local climate and soil, requiring less water and maintenance. They also provide essential habitats for local wildlife and support biodiversity within the community.

Water Conservation: Homeowners are encouraged to implement water-efficient landscaping practices, such as using drought-tolerant plants, installing drip irrigation systems, and mulching to retain soil moisture. Water conservation is essential for reducing the community's environmental

footprint and managing water resources effectively.

Organic Practices: The use of organic fertilizers and natural pest and herbicide control methods is encouraged to reduce the reliance on chemical treatments that can harm the environment and bugs and birds. Organic compost and mulch also help improve soil health and support sustainable gardening.

Energy Efficiency: Strategic planting can enhance energy efficiency by providing shade during hot months and acting as windbreaks in colder seasons. Thoughtful placement of trees and shrubs can reduce energy consumption in homes, contributing to a more sustainable community. Requests for adding trees can be submitted to the Board.

Waste Reduction: Homeowners are encouraged to minimize landscaping waste by recycling yard debris and reusing materials where possible. This helps reduce the amount of waste sent to landfills and promotes a more sustainable approach to landscaping.

All garden refuse (weeds, branches, dead plants, etc.) should be placed in yard waste bags or bins located at the back of each

carport area. Debris should not be left loose, as wind can scatter it. Before discarding plants, shake off any dirt from the roots. The landscapers will collect the material on their next working day.

Foundation Plantings

The HOA encourages homeowners to use foundation plants to enhance curb appeal and conceal exposed foundations. These plants should offer year-round coverage, adding color and vibrancy to the property. They should be low-maintenance, remain relatively short at maturity, and have a growth habit that prevents damage to the foundation, siding, or underground utilities.

Proper placement of foundation plants is essential to protect the condo and ensure the healthy growth and longevity of the plants. Maintain a 6–8-inch clearance between the condo and shrubs and consider the plant's mature size when positioning it.

Before digging, homeowners must locate underground utilities, including power lines, water mains, and irrigation lines. Approval should be obtained by coordinating with the Board member responsible for Grounds.

Sun exposure varies on different sides of the condo, impacting plant growth. Select plants that match the specific light conditions of each area. Planting the same species in both shaded and sunny spots is likely to be

unsuccessful due to differing light requirements.

Planting zones, or hardiness zones, are geographic regions defined by climate conditions, especially average minimum winter temperatures. CEE is located in Zone 8B, with average minimum temperatures ranging from 15°F to 20°F. (According to the *Sunset Western Garden Book*, CEE falls within Zone 6.) Plant zone information is typically provided on nursery plant tags.

Examples of common evergreen or semi-evergreen foundation plants that typically mature at 3-4 feet include:

Barberry	Japanese Holly
Box Honeysuckle	Japanese Pieris
Boxwood	Lavender
Bumald Spiraea	Mexican Ternate
	Orange
California Lilac	Oregon Grape
Camellia	Pink-Flowering
	Fringe Flower
Coffee Berry	Rhododendron
Daphne	Rock Rose
David's Viburnum	Sarcococca
Glossy Abelia	Strawberry Tree
Heavenly Bamboo	Viburnum Spring
	Bouquet
Inkberry	

Other Infill Plants

The HOA encourages homeowners to consider both biodiversity and visual diversity

by incorporating a variety of colors and textures in their landscaping. Examples include:

Azalea	Leucothoe
Barberry	Mountain Laurel
Bush Anemone	Osmanthus
Cotoneaster	Rosemary
Enkianthus	Salal
Euonymus	Skimmia
Fuchsia	Snowberry
Hibiscus	Spreading Yew
Hydrangea	Vaccinium
Japanese Aralia	Verbena
Japanese Aucuba	Wintergreen
Juniper	Witch Hazel

There are several resources for researching plants, including copies of the *Sunset Western Garden Book* in both the CEE Library and at the local library. Online resources include “Great Plant Picks” at <https://www.greatplantpicks.org> and the City of Portland Plant List at [Portland Plant List | Portland.gov](https://www.portland.gov/plantlist). These sites provide information on native and nuisance plants as well as a list of invasive plants that should be eradicated.

Trees

Trees are not permitted in the planting beds adjacent to condo foundations or within the enclosed patio area without prior HOA Board approval. Board approval may be granted for dwarf or small trees that do not have invasive root systems, such as Japanese maples, dwarf smoke trees, dwarf Alberta spruce,

dwarf Hinoki cypress, dwarf Balsam fir, and Globe arborvitae.

Trees are permitted when planted in containers and should be positioned to prevent damage to the siding and foundation.

If a resident would like to donate a tree to be planted in the common area, please follow this procedure:

- Submit a yellow slip for Board approval.
- Once approved, the request will be referred to the Board member in charge of grounds, who will then coordinate with the landscape crew to obtain and plant the tree.
- Payment for all costs associated with the tree donation should be made to the HOA.

Perennials, Groundcovers, Annuals, Ornamental Grasses, Bulbs

The HOA encourages homeowners to incorporate perennials, groundcovers, annuals, ornamental grasses, and bulbs to enhance variety, color, and texture in their landscaping. Groundcovers also help protect the soil from erosion and temperature fluctuations.

Invasive Species

Only non-invasive species should be included in your plant palette. Invasive plant species

are introduced – either accidentally or intentionally – into a new environment where they are not native. Once established, they can spread rapidly and cause harm to the environment and habitat.

Irrigation and Watering Guidelines

Effective irrigation and watering practices are crucial for maintaining healthy landscapes while conserving water. The following guidelines offer homeowners essential information to help their landscaping thrive in planting zone 8B. The HOA provides automatic sprinkler irrigation for all lawn areas, and homeowners are encouraged to supplement this with additional watering for the planting beds adjacent to their condos.

Watering Schedule:

Establishing an appropriate watering schedule is crucial for the health of your plants and the efficient use of water. Consider the following recommendations tailored to planting zone 8B:

New Plantings:

Shrubs: Newly planted shrubs require consistent moisture to establish strong root systems. Water deeply 2-3 times per week during the first growing season, ensuring the soil remains evenly moist but not waterlogged.

Annuals and Perennials: Newly planted flowers and ground covers should be watered

daily for the first two weeks, then gradually reduced to 2-3 times per week as they establish.

Established Plants: Once established, shrubs typically need watering once a week during dry periods. Deep watering encourages deep root growth, enhancing drought tolerance.

Flowers and Groundcovers: Established annuals and perennials generally require watering 2-3 times per week, depending on rainfall and temperature.

Seasonal Adjustments:

Spring: Increase watering frequency as temperatures rise and plants begin active growth.

Summer: Monitor soil moisture closely, as higher temperatures and evaporation rates may necessitate more frequent watering.

Fall: Gradually reduce watering as temperatures cool and rainfall increases.

Winter: In zone 8B, winters are mild, but occasional watering may be necessary during dry spells. Avoid overwatering, as excessive moisture can lead to root issues.

Fertilizers, Pesticides, and Herbicides

To promote environmental health and reduce the impact of chemicals on the ecosystem, homeowners are encouraged to use organic fertilizers, pesticides, and herbicides.

Organic Fertilizers:

Nutrient-Rich Soil: Organic fertilizers improve soil health by adding natural nutrients and enhancing soil structure.

Slow-Release Nutrients: These fertilizers release nutrients slowly, providing plants with a steady supply over time and reducing the risk of over-fertilization.

Environmental Safety: Organic options are less likely to leach into waterways, reducing pollution and protecting aquatic life.

Organic Pesticides:

Natural Pest Control: Organic pesticides are derived from natural sources and are less harmful to beneficial insects, wildlife, and humans. Products such as insecticidal soap and Neem oil are environmentally friendly ways to control pests.

Integrated Pest Management (IPM):

Incorporate IPM strategies, such as using companion planting and encouraging natural predators, to reduce reliance on chemical pesticides.

Preventive Measures: Focus on maintaining plant health through proper watering, pruning, and soil care to minimize the need for pesticides.

Organic Herbicides:

Organic herbicides are weed control products derived from naturally occurring substances, avoiding the use of synthetic chemicals. They are typically non-selective and can affect any plant they contact. Common examples include vinegar, citrus oil, and boiling water.

Planting Soil

Planting soil and amendments are essential for supporting healthy plant growth. Soil provides a stable foundation for plant roots, while amendments improve soil structure, nutrient content, and water retention to meet the specific needs of plants and the environment.

For Zone 8B, ideal soil is loamy, offering a balanced mix of sand, silt, and clay with good drainage. Observations at CEE indicate that the soil is predominantly clay, which retains water and becomes compacted, restricting root growth. To improve soil conditions, amend the clay soil with sand to enhance drainage and well-aged manure to enrich nutrient content. Fresh manure should be avoided, as it can burn plants.

Compost and Mulch

Composting and mulching are effective practices that contribute to soil health and enhance the appearance of landscaped areas.

Compost:

Compost is an organic amendment that adds organic matter, improves fertility, and enhances soil structure. It can be applied as a layer over the surface of the soil or incorporated into the top few inches of the soil.

Mulch:

Mulch is a layer of material applied to the surface of soil, primarily used to conserve moisture, regulate soil temperature, suppress weed growth, and improve soil health. It can also enhance the aesthetic appeal of a landscape. An example includes bark mulch.

Artificial or synthetic mulch, often made from recycled rubber like tires, is long-lasting, helps retain moisture, and suppresses weeds. However, it can contaminate the soil and does not provide essential nutrients as it decomposes. Its lightweight nature also makes it prone to blowing away during wind events or routine leaf blowing maintenance. Therefore, the HOA requests homeowners refrain from using these products.

Landscape Fabric:

Landscape fabric is also an effective tool for suppressing weed growth when properly installed. Should you decide to use landscape fabric, follow these guidelines:

- (1) Install fabric only on fairly level surfaces. Avoid placing it over raised tree roots.
- (2) Use landscape staples spaced every 8-12 inches on center to keep the fabric securely in place.
- (3) Cover the fabric with 2-3 inches of mulch to improve appearance, protect the fabric from UV damage, and enhance moisture retention.

Structures and Features

All structural elements such as fences, trellises, and pergolas require HOA approval before installation. These structures should complement the overall design of the CEE community. Materials, color, and height must align with HOA standards. The structures should not obstruct views, encroach on common areas, or interfere with utilities, structures, or drainage systems.

Statues, Birdbaths, and Other Decorative Items

Decorative items should be modest in size and complement the overall landscape without dominating it. Oversized or excessively ornate features are discouraged to preserve the community's cohesive aesthetic. Bright colors and unconventional

designs that conflict with the community's appearance are not permitted. All decorative items must be placed within the patio enclosure or in the planting beds directly adjacent to the condo.

Pathways

Constructing a garden path requires selecting durable materials, ensuring proper design, and adhering to standards to create a functional and aesthetically pleasing feature. Board approval is required to ensure that the path is safe for use by residents. Some key design considerations Include:

Path Width: Typically 2-3 feet wide.

Slope and Drainage: Ensure a slight slope (2%) for water runoff to prevent pooling. Avoid steep gradients; include steps for slopes over 5%.

Surface Stability: Use materials that provide a firm, non-slip surface, even in wet conditions. Materials to consider include natural stone, gravel, brick, or stepping stones.

Edging: Define edges with materials like bricks, stones, or metal to keep paths neat and prevent material spread.

Accessibility: Ensure paths are at least 36 inches wide with a stable, firm surface (e.g., compacted gravel, concrete, or pavers) for wheelchair or mobility aid access.

Homeowner Maintenance Opportunities

Consistent maintenance helps prevent issues and keeps landscapes looking their best. Homeowners interested in providing maintenance in the common areas should consider:

Watering: Ensure plants receive adequate moisture. Adjust watering practices based on weather conditions, e.g., increasing during heat waves/reducing during rainy periods.

Weeding: Regularly remove weeds from planting beds to prevent competition for nutrients and water. Use environmentally friendly weed control methods whenever possible.

Pest and Disease Management: Monitor plants for signs of pests or diseases and take appropriate action promptly. Use approved pesticides or organic treatments in accordance with the HOA guidelines.

Pruning: Prune to remove dead or diseased branches, shape the plant, and encourage healthy growth. Perform pruning during the appropriate season for each species to minimize stress. Deadhead spent blooms to promote continuous flowering.

Fertilizing: Use fertilizers suitable for the plants and soil conditions. Follow application rates and schedules recommended for each

plant type. Fertilize during the active growing seasons, typically in spring and fall, to support healthy growth and development.

Yellow Slips: Submit yellow slips to request the removal of dead shrubs or the pruning/

removal of shrubs that are too close to siding or roofs to prevent potential damage.

5 Requests and Enforcement

Approval Process

Any significant alterations to landscaping or requests for the landscape maintenance crew require prior approval from the HOA. Homeowners should use the “yellow slip” to submit requests or detailed descriptions/ plans for review before proceeding with changes.

HOA Review and Response Time

The HOA Board will review submitted yellow slips and accompanying proposals and respond, typically in less than 30 days.

Conditions for Approval

Landscaping alterations must meet CEE’s aesthetic and environmental standards. The HOA may impose conditions on the approval to ensure compliance with guidelines.

Inspection Procedures

The HOA will regularly inspect common and limited common areas to ensure compliance with landscaping guidelines.

Violation Notices

The HOA will issue violation notices to homeowners who are not in compliance with the guidelines. The notice will detail the specific issues, provide clear instructions on the necessary corrections, and specify a reasonable timeframe for compliance. If available, the HOA may also offer assistance or resources to homeowners as needed to achieve compliance.

Penalties for Non-Compliance

The HOA may take corrective actions if the homeowner does not comply, including hiring a contractor to perform the necessary work, with the cost billed to the homeowner.