



# Black Butte Ranch

ARCHITECTURAL REVIEW COMMITTEE

## HEAT PUMP AND PROPANE TANK SUBMITTAL FORM

Natural beauty is a primary feature of Black Butte Ranch. The need to preserve this beauty has led to the establishment of certain design recommendations and restrictions made by the developer of Black Butte Ranch and professional consultants.

The Architectural Review Committee regulates the external design, appearance and location of homes and improvements on private properties in such a manner as (a) to promote those qualities of the environment which maintains the value of the properties and (b) to foster the attractiveness and functional utility of the community as a place to live, including a harmonious relationship among structures, vegetation and topography.

Date:

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Property Owner (s):

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Lot # and Phone #:

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Off Ranch address & phone #:

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E-mail address:

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Contractor name and #:

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### For Office Use Only

Check

Plans

Owner signature

Stringline

The Architectural Review Committee, as provided for in the Master Design, exists at Black Butte Ranch to maintain high standards for design development and use of homes and property. When an owner wishes to landscape their property, application is to be made to the committee using this form. Completion of the following pages will provide the committee with the information necessary to review the proposed project for compliance with Ranch Rules and Regulations. The ARC Office may be reached at Black Butte Ranch by calling (541) 595-1503 Monday through Thursday for information or assistance. This submittal/application must be returned in its original form and signed by the homeowner. A check to cover a non-refundable deposit in the amount of \$100.00 is required at the time of submittal. Please send correspondence to ARC Office, P.O. Box 8000. Black Butte Ranch, Oregon 97759. Faxed copies of the submittal form will not be accepted.

PROCEDURE FOR OBTAINING ARCHITECTURAL REVIEW COMMITTEE APPROVAL

1. Completion and submittal of this application to the ARC Office no later than noon, fourteen (14) prior to the next scheduled meeting of the Committee. Meetings are the second Thursday of each month, except December. Written notice of action taken by the Committee will be mailed to the homeowner ten working days after each meeting unless adjoining neighbors are contacted for comments. If neighboring properties are contacted then the waiting time will be given until the next regularly scheduled ARC meeting.
2. Submittal of the heat pump submittal form.
3. Construction deposit of \$100.00.
4. Per Oregon Senate Bill 360 and BBR Association all homesites must be certified as "Fire Safe" and approved for fire safety compliance and tree thinning. Please call the Lot Certification Office Wednesday through Saturday at 541-595-1529 to make arrangements for a lot inspection.

HEAT PUMP AND PROPOANE TANK CONSTRUCTION AGREEMENT

4.2.12 HEATING & COOLING SYSTEMS, INCLUDING HEAT PUMPS

The ARC must approve heat pump and propane tank locations before installation. All exterior heating and/or cooling system components must be screened from view, including all neighboring property, roads and golf courses. Screening must be attached to the house, be at least 4' high and consist of the same siding and color as the house. Screening must be completed within 30 days of installation of the system. If complaints are issued regarding noise, it is the responsibility of the owner and complainant to resolve the problem. As with all exterior changes, heating and cooling systems must follow Ranch submittal guidelines. The proposed location for the system must be staked at the time of submittal.

As a Black Butte Ranch homeowner requesting heat pump approval for lot # \_\_\_\_\_, I/we have read the current ARC Rules and Regulations and the submittal form and fully understand the requirements of the construction submittal. Enclosed is the construction deposit of \$ \_\_\_\_\_,

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Signature of owner

Date

CONSTRUCTION REQUIREMENTS

1. In order to assure approval of your heat pump construction application the following procedures must be done prior to the Architectural Review Committee meeting:
  - A. Stakeout and stringline of the proposed heat pump.

- B. Verify the plat of your homesite and property lines to avoid encroachments and trespass. The ARC assumes no liability for encroachments into platted setbacks or onto easements or neighboring property.
  - C. Per Oregon Senate Bill 360 and BBR Association all homesites must be certified as "Fire Safe" and approved for fire safety compliance and tree thinning. Please call the Lot Certification Office Wednesday through Saturday at 541-595-1529 to make arrangements for a lot inspection.
2. The property must be signed properly with homesite number and county issued street number (see ARC Rules and Regulations ([www.blackbutteranch.com](http://www.blackbutteranch.com)) for details.
  3. Hours of construction are 7 am - 5 pm Monday through Saturday.
  4. The following is a list of items required on the plans. Please check off each item included.

SITE PLAN

- North arrow
- Construction staging and access areas
- Temporary structures
- Location of proposed heat pump.

5. Indicate material and facilities proposed for use:

Location of structures: toilet facilities: staging and material storage areas, contractor parking:

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6. Indicate material proposed for use:

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7. Estimated date of completion:

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