



Black Butte Ranch

ARCHITECTURAL REVIEW COMMITTEE

LANDSCAPE 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

Property Owner (s)

Lot # and Phone #

Off Ranch address & phone #

E-mail address

Landscape Designer name and #

Contractor name and #

For Office Use Only

Check Plans

Owner signature

Stringline

Survey

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. 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 landscape submittal form.
3. Construction deposit of \$100.00.

Please make checks payable to the Black Butte Ranch Association. The deposit of \$100.00 helps to cover administration costs of the Committee and to assure satisfactory compliance with the ARC Rules and Regulations.

LANDSCAPE CONSTRUCTION AGREEMENT

As a Black Butte Ranch homeowner requesting landscaping approval to lot # _____, I/we have read the current Architectural Review Committee Rules and Regulations and the submittal form and fully understand the requirements of the construction submittal. Enclosed is the construction deposit of \$ _____,

Signature of owner

Date

CONSTRUCTION REQUIREMENTS

1. In order to assure approval of your landscape construction application the following procedures must be done prior to the Architectural Review Committee meeting:
 - A. Location of the building circle should be verified by owner prior to plan preparation. (Paragraph 4.2.4 Rules & Regulations)
 - B. Stakeout and stringline of the property lines.
 - C. 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.

- D. All requests for tree removal must be directed to the Ranch Maintenance Office before the ARC meeting. Cutting or clearing of trees or excavation of the site until the final plans are approved is prohibited.
2. The property must be signed properly with homesite number and county issued street number (see ARC Rules and Regulations (www.blackbutteranch.com) for details. All homesites must pass BBR Fire Safety program for fuel reduction and Senate Bill 360 certification. Please call 541-595-1527 to set up a review of your homesite.
 3. Hours of construction are 7 am - 5 pm Monday through Saturday.
 4. Call the BBR Utility Dept. for water issues at 595-1280 or to submit an irrigation plan..
 5. The following is a list of items required on the plans. Please check off each item included.

SITE PLAN

- Minimum Scale: 1" = 20'
- Plant material
- Property lines
- Tree locations
- Topography (existing and proposed changes)
- Rock outcroppings
- Outdoor lighting layout
- North arrow
- Setbacks and easements
- Construction staging and access areas
- Temporary structures
- Location of 5 digit (911) property identification sign.

6. Indicate material and facilities proposed for use:

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

Site Work: walks, roads, and plantings

Exterior masonry: type and location: (cultured stone is not allowed)

Exterior light fixtures: location of with detailed description and photo

Estimated date of completion:

PO Box 8000 Black Butte Ranch, OR 97759 • 541.595.1503 • arc@blackbutteranch.com