



# BULLRUN TOWNHOUSE ASSOCIATION

Tracking #: \_\_\_\_\_

## ARCHITECTURAL REQUEST

### Declaration Article IX Section 2: Approval of Plans by Architectural Control Committee

No building, fence, wall, or other structure shall be constructed or altered until there has been filed with and approved by the Architectural Control Committee plans and specifications of the same.

Street \_\_\_\_\_ Unit # \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Contractor CCB# \_\_\_\_\_

Bonding Co. \_\_\_\_\_ Bond # \_\_\_\_\_ Bond date \_\_\_\_\_

Contractors Insurance. Contractors must provide a certificate of insurance showing coverage for at least \$1 Million General Liability and Workers Compensation. An example of the required certificate of liability insurance is attached.

Project start date \_\_\_\_\_ Project finish date \_\_\_\_\_ \*

**\* If the project is not begun within 120 days of request approval date, request will expire.**

Description of project (Attach drawing and additional pages as needed)

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APPROVED

Chair Signature: \_\_\_\_\_

NOT APPROVED

Date: \_\_\_\_\_

Committee Chairperson: Jim Boersma (371-21 mailbox on gate) Phone #: 503-661-3686

Submit hard copy request or email: [architect@bullrunhoa.org](mailto:architect@bullrunhoa.org)

Final Inspection \_\_\_\_\_

Revised 2019-11-16

## ARTICLE IX: ARCHITECTURAL CONTROL COMMITTEE

### Section 2: Approval of Plans by Architectural Control Committee.

- (a) No building, fence, wall, or other structure shall be constructed or altered until there has been filed with and approved by the Architectural Control Committee plans and specifications of the same. Included with each proposal shall be, in a form satisfactory to the Architectural Control Committee, two sets of plans and specifications showing (1) the size and dimension of the improvements; (2) the exterior design; (3) the exterior color scheme; (4) the exact location of the improvement on the lot; (5) the location of driveways and parking areas; (6) the scheme for drainage and grading; and (7) proposed landscaping.
- (b) Approval of said plans and specifications may be withheld if the proposed improvement is at variance with these covenants. Approval may also be withheld if in the opinion of the Architectural Control Committee, the proposed improvement will be detrimental to the community because of grading and drainage plan, location of the structure on the building site, color scheme, finish design, proportions, share, height, style, appropriateness, material use thereon, or landscaping plan.
- (c) Changes in exterior color schemes of all structures shall be submitted to the Architectural Control Committee for approval.
- (d) Landowners may appeal any decision made by the Architectural Control Committee to the Board of Trustees of the Bullrun Townhouse Association, whose decision shall be final.
- (e) The Architectural Control Committees' approval or disapproval as required in these covenants shall be in writing. In the event that the Committee or its designated representative fails to approve or disapprove within thirty (30) days after plans and specifications have been submitted to it, approval will not be required and the related covenants shall be deemed to have been fully complied with.
- (f) It shall be the responsibility of the Architectural Control Committee to determine that improvements have been completed in accordance with the plans as submitted and approved. Such determination must be made within sixty (60) days of the completion of the improvements. In the event the Architectural Control Committee shall determine that the improvement does not comply with the plans and specifications as approved, it shall notify the landowner within said sixty-day period, whereupon the Owner, within such time as the Architectural Control Committee shall specify, but not less than thirty (30) days, shall either remove or alter the improvement or take such action as the Architectural Control Committee shall designate. If no action as the Architectural Control Committee is taken within sixty (60) days of the date of the completion of the improvements, the improvement shall conclusively be deemed to be satisfactory to the Architectural Control Committee.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A:	NAIC #
	INSURER B:	
	INSURER C:	
	INSURER D:	

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN PRODUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Per person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTO NOT OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ PROPERTY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Information Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE