

## Brambleton Community Association Design Review Application

Return this form to:  
**Brambleton Community Association**  
 42395 Ryan Road, Suite 210  
 Brambleton, VA 20148  
 703-542-6263  
 or via email to: [designreview@brambleton.org](mailto:designreview@brambleton.org)

DATE RECEIVED:
----------------

*In reviewing this application, the Covenants Committee will examine the conformance of the application to the adopted Design Guidelines and Standards, as well as any covenants or use restrictions in the recorded Declaration.*  
**The current guidelines and standards are available on the Brambleton Community website:**  
<http://www.brambletonhoa.com/documentcenter/view/1798>

Owners Name: \_\_\_\_\_ Section: \_\_\_\_\_ Lot: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Off-Site Mailing Address (if different): \_\_\_\_\_  
 E-Mail (please print): \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

**A Covenants Committee decision letter will be mailed to you within 7 business days following the meeting taking place.**

**Please send me my decision letter via (check one):**  
 Email and 1<sup>st</sup> Class Mail       1<sup>st</sup> Class Mail and Certified Mail

**Style of Home:**     Townhome     Single Family     Single Family Golf Course Lot

**Modification Request:**     Fence     Patio     Deck     Shed     Play Equipment  
 Gazebo     Awning     Shed     Landscaping     Pool     Screened Porch  
 Addition     Pergola     Painting     Stain     Other \_\_\_\_\_

**Proposed Start Date:** \_\_\_\_\_ **Proposed Completion Date:** \_\_\_\_\_ **Work to be done by:**     Self     Contractor

<p><b>Project 1</b>      Proposed / Existing (<u>circle one</u>)</p> <p>Project Description: _____                  Dimensions: _____                  Color: _____                  Materials: _____</p>	<p><b>Project 2</b>      Proposed / Existing (<u>circle one</u>)</p> <p>Project Description: _____                  Dimensions: _____                  Color: _____                  Materials: _____</p>
<p><b>Project 3</b>      Proposed / Existing (<u>circle one</u>)</p> <p>Project Description: _____                  Dimensions: _____                  Color: _____                  Materials: _____</p>	<p><b>Project 4</b>      Proposed / Existing (<u>circle one</u>)</p> <p>Project Description: _____                  Dimensions: _____                  Color: _____                  Materials: _____</p>

**Application should include the following:**

- Official property plat with project drawn to scale.
- Color photos showing dwelling, yard, and proposed location.
- Materials and color picture examples of finished project.
- Any paint/stain requests must include a color sample.
- Any relevant drawings, photos, brochures, relationship to existing structures, dimensions, etc.
- Elevation plans that include elevation and cross section plan (side view) and framing plan (top view), *if applicable*.
- Signatures of all adjacent and visually affected neighbors. *Their signatures indicate their awareness of your proposed plans, not their approval.*

*I am aware that my neighbor is planning an exterior modification to his/her lot. I have reviewed the application and will notify the Association in writing within 72 hours of signing this application if I have any concerns about the project. I understand that my concerns may be taken into consideration during the review process, but they are not binding on any decision made by the Covenants Committee. I also understand that I have the right to appeal the Committee's ruling in accordance with the policy and procedures as outlined in the Declaration for Brambleton and the Design Guidelines.*

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

**Owners' Acknowledgments:**

I/we understand and agree to the following (please initial all):

1. \_\_\_\_\_ that there are architectural requirements and standards addressed in the Design Guidelines and the Declaration and a review process established by the Board of Directors and I agree to follow them.
2. \_\_\_\_\_ that approval by the Covenants Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
3. \_\_\_\_\_ that approval by the Covenants Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of the county in which the property is located.
4. \_\_\_\_\_ that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the Covenants Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
5. \_\_\_\_\_ that no work on the proposed change shall begin until written approval of the Covenants Committee has been received by me; that, if work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
6. \_\_\_\_\_ that there shall be no deviations from the plans, specifications, and location approved by the Covenants Committee without prior written consent of the Covenants Committee; any variation from the original application must be resubmitted for approval.
7. \_\_\_\_\_ that I authorize members of the Covenants Committee or managing agent to enter upon my Property to make routine inspection(s).
8. \_\_\_\_\_ that construction or alterations in accordance with the approved plans and specifications must commence within 6 months of the date listed on the approval letter and be completed within 12 months of the that date, otherwise the approval by the Covenants Committee shall be deemed conclusively to have lapsed and to have been withdrawn.

9. \_\_\_\_\_ that it is my responsibility and obligation to obtain all required building permits, to contact *Miss Utility*, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes. The approval of the Covenants Committee satisfies only the requirements of the Brambleton Community Association.

10. \_\_\_\_\_ that I am responsible for any damage and all cost to repair green space or community property that result from the proposed modification.

11. \_\_\_\_\_ that it is my responsibility and obligation to ensure that modifications are only made within the confines of my property and may not conflict with any recorded easements, including sight distance easements, and I am solely responsible for ascertaining the location of such property lines and easements. The Brambleton Community Association, its Board of Directors, Covenants Committee, employees or agents accept no responsibility for violations of recorded easements and clearance requirements. Additionally, modifications may not adversely affect the drainage in the area so as to impact neighboring lots.

12. \_\_\_\_\_ that by proceeding with the work upon receiving the Covenants Committee's approval of this Application, I/we covenant and agree for ourselves and our heirs, successors, and assigns that I/we shall indemnify and hold harmless the Brambleton Community Association, its Board of Directors, Committee members, Association members, employees and management personnel from any and all claims, demands, actions, causes of action, suits, liens, debts, obligations, damages, liabilities, and judgments of any kind, nature, or amount, whether in tort, contract, or otherwise, whether in law or equity, whether known or unknown, anticipated or unanticipated, liquidated or unliquidated, including any and all claimed or unclaimed compensatory damages, consequential damages, incidental damages, punitive and exemplary damages, interest costs, expenses and fees (including reasonable attorney's fees), and also including damage to third persons or their property or damage to the Association's common area or to other lots in the Brambleton subdivision, all or any of which may arise out of, relate to, result from, or are in any way connected with the project that is the subject of this Application.

Owner/Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_

Co-Owner/Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_