

SUBMIT THIS FORM IN DUPLICATE. ONE COPY OF THE SIGNED DOCUMENT WILL BE RETURNED TO THE PROPERTY OWNER AND ONE COPY WILL REMAIN IN THE POA FILES

TEXAS NATIONAL DESIGN REVIEW COMMITTEE (DRC)  
REQUEST FOR CONSTRUCTION, MODIFICATION OR FENCE APPROVAL

APPLICANT NAME: \_\_\_\_\_ RES. PHONE \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ BUS. PHONE \_\_\_\_\_  
EMAIL ADDRESS \_\_\_\_\_ FAX: \_\_\_\_\_  
LOCATION OF WORK: SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_  
DESCRIPTION OF WORK \_\_\_\_\_

I hereby certify that the performance of the work requested would not impair any easement or the Common Elements, and I understand and am bound by the Rules & Regulations, Deed Restrictions and Bylaws of Texas National Property Owners' Association, Inc. and the laws of the County of Montgomery and the State of Texas.

I hereby submit the following documents, plans and specifications as required by the Committee:

- Montgomery County Building Permit and a Texas National M.U.D. Receipt for water and sewer taps. **NOTE: COUNTY REQUIRES RECEIPT OF PAID WATER & SEWER TAPS TO OBTAIN BUILDING PERMIT.**
- One (1) complete set of Plans. Plans shall be of construction grade with all dimensions complete and without any Red Color marks. Marks, notes or changes by builder/owner to the original prints to be in blue or black ink, not pencil.
- Property survey less than one year old, done by a licensed surveyor showing legal description of the property, easements, set back lines, building lines and with complete dimensions.
- Scale Plat Plan with proposed improvements located by dimensions and showing building lines, set back lines, easements, driveway, drainage, any planned auxiliary or storage buildings and fencing. Fence material and proposed fence height required. **NOTE: PLANS WILL NOT BE ACCEPTED OR APPROVED BY THE DESIGN REVIEW COMMITTEE (DRC) WITHOUT SUBMISSION OF THE SCALE PLAT PLAN. NO EXCEPTIONS.**
- Floor plan with all dimensioning complete, to include room layout, door swings, window locations, porches, breezeway, patio, balcony, garage, etc. Plan to show square foot area by Living, Garage, Covered Porch, Patio, Balcony (when appropriate) and Total Square Footage.
- Elevations, front, rear, and side showing materials of construction, windows, vents, roof lines with roof slope indicated.
- Foundation Plan indicating materials, strengths, beams, reinforcing steel, post slopes, and slab elevation.
- Slab Survey is required to be furnished to Committee prior to pouring of the foundation.

**ALL HOUSE PLANS MUST BE SUBMITTED WITH A \$1,000.00 NON-REFUNDABLE FEE AND A \$1,000.00 REFUNDABLE BUILDING DEPOSIT. (\$2,000.00 TOTAL SUBMISSION WITH PLANS)**

**REFUNDABLE DEPOSIT IS REQUIRED WITH THIS APPLICATION TO ENSURE COMPLIANCE WITH REASONABLE CONSTRUCTION STANDARDS AND THESE REQUIREMENTS. NON-COMPLIANCE WILL RESULT IN A FINE: FIRST VIOLATION = \$200; SECOND VIOLATION = \$200; THIRD VIOLATION = \$400; FOURTH VIOLATION = FORFEIT ENTIRE DEPOSIT AND SUBMIT ADDITIONAL \$1,000.00 DEPOSIT.**

**HOUSE PLANS THAT INCLUDE A POOL MUST ALSO BE APPROVED BY THE TEXAS NATIONAL MUNICIPAL UTILITIES DISTRICT. SEE THE TEXAS NATIONAL MUD TAP APPLICATION FOR DETAILS OR CONTACT THE MUD AT (936) 443-7920.**

I hereby agree to adhere to the following Committee General Requirements:

- No work, including site preparation, shall commence until plans have been approved by the DRC, a Montgomery County Building Permit has been obtained and water and sewer fees have been paid.

- A copy of Montgomery County Building Permit and a signed Texas National POA Design Review Committee Approval must be posted at building site within view from the street.
- A portable human-waste facility **AND** a 30-yard roll-off dumpster shall be placed on the building site at start of construction and removed at final clean-up.
- The construction site must be kept clean and orderly throughout the construction period. Street must be kept clean of dirt and debris and measures taken to prevent damage to street, curbs and other property. Silk fencing is required on all construction sites. **NO EXCEPTIONS**
- Builder/Contractor will insure that concrete wash-out and sludge shall be dumped on building site to be broken up and removed as part of final clean-up. Under no circumstances shall sludge be deposited on streets, rights-of-way or private property. A \$1,000 fine will be imposed on the contractor or homeowner if concrete trucks are washed out on easements
- and/or streets in the subdivision.
- Parking within Texas National is severely limited. Streets must not be blocked at any time. To maintain traffic flow, construction vehicles (including those of contractor personnel) are requested to park on only one side of the street.
- **There shall NOT BE BURNING at construction site.**

I hereby acknowledge the Interest of the Committee and authorize its Agents to, at all times during and upon completion of the work, have access to my property or inspect the work; approval of this request is contingent upon the work being in strict compliance with all applicable Laws of Texas, Montgomery County, Codes, Standards and Manufacturers' recommendations; approval is also contingent upon the work commencing within 6 (six) months and being completed within 1 (one) year of approval.

Approval for any construction which requires a concrete foundation is contingent upon obtaining a Slab Survey of the foundation prior to pouring of the foundation. **THE SURVEY MUST BE RECEIVED BY THE ASSOCIATION PRIOR TO POURING OF THE FOUNDATION - CALL THE IMC OFFICE IN ADVANCE 936-756-0032 FOR INFORMATION ON WHERE THE SURVEY SHOULD BE DELIVERED AS SOON AS IT IS AVAILABLE.**

For questions regarding this application or other related architectural approval/construction matters, you may call IMC office at 936-756-0032

Plans submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
 {Property Owner or Authorized Agent}

Property Owners' signatures MUST appear below acknowledging receipt and understanding of Texas National Property Owners' Association Design Review Committee Requirements:

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

**RECEIVED BY TEXAS NATIONAL POA** \_\_\_\_\_ Date: \_\_\_\_\_

**DESIGN REVIEW COMMITTEE'S DISPOSITION (3 SIGNATURES REQUIRED):**

REC'D \_\_\_\_\_ DRC MEMBER APPROVAL/DI APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_  
 REC'D \_\_\_\_\_ DRC MEMBER APPROVAL/DISAPPROVAL \_\_\_\_\_ DATE \_\_\_\_\_  
 REC'D \_\_\_\_\_ DRC MEMBER APPROVAL/DISAPPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

Any approval granted herein is given only to the extent that the plans submitted comply with the current Deed Restriction requirements. No other approval or warranty is expressed or implied.

**REMARKS** \_\_\_\_\_  
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