PERMIT # _____

Official Use Only:
BUILDING PERMIT ISSUED
BY: _____
DATE: _____

BUILDING PERMIT – ISSUED BY THE CITY OF HORSESHOE BAY

LOT NUMBER: _____ **PLAT NUMBER** _____
STREET ADDRESS: _____
PROPERTY OWNER: _____ **PHONE:** _____
MAILING ADDRESS: _____
CONTRACTOR: _____ **PHONE:** _____
MAILING ADDRESS: _____
PERMIT HOLDER: _____ **PHONE:** _____
MAILING ADDRESS: _____

PERMIT FEE SCHEDULE

RESIDENTIAL

☐ Residential $0.35 per square foot ☐ Residential Remodel $0.35 per square foot ☐ Manufactured Home $0.35 per square foot
☐ Residential more than 10,000 sq. ft. is subject to review and approval by City Council. Permit fee $0.35 per square foot
☐ Multi-family Residential Remodel - $500/Unit ☐ Multi-Family Residential less than 5,000 sq. ft.-$1,000 per unit
☐ Multi-Family Residential more than 5,000 sq. ft - Subject to Review

COMMERCIAL

☐ Commercial less than 10,000 sq. ft covered - $2,500 ☐ Commercial more than 10,000 sq .ft. covered – Subject to Review
☐ Marinas – Subject to Review ☐ Storage Units - $1,000 ☐ Commercial Remodel - $1,000

ACCESSORY STRUCTURES

☐ Swimming Pool / Spa - $100 ☐ Fence - $100 ☐ Tennis Courts - $150 ☐ Roof /Re-Roof - $200
☐ Boat Dock / Boat House - $100 ☐ Personal Watercraft Dock - $50 ☐ Retaining Wall / Sea Wall / Bulkhead - $100
☐ Deck / Balcony - $100 ☐ Arbor - $100 ☐ Driveway / Parking Area - $100 ☐ Grade and Fill - $100
☐ Storage Building - $100 ☐ Other _____ $_____ Subject to Review

NOTE: No additional permit fees are charged for accessory structures that are submitted as part of the plans for a residential or commercial permit.

Residential New Construction, Manufactured Home or Remodel Sq. Ft. x $0.35 $_____
Multi-Family Residential / Commercial / Accessory Structure Permit Fee $_____
Construction Compliance and Clean Up Deposit $_____
Total Fee $_____

NOTE: The following attachments provide additional information on permits, inspections and ordinances pertaining to construction.

ATTACHMENT A
CONTRACTOR INFORMATION

THIS FORM MUST BE COMPLETED AND SUBMITTED WITH THE PERMIT APPLICATION

PLEASE CHECK APPROPRIATE BOX

☐ "Spec" Home ☐ Custom Home

No contractor or firm can have more than two active permits at one time for speculative homes. Additional permits beyond two require City Council approval.

General Contractor_____

At the time of application the following licensed sub-contractors are to be used:

PLUMBING CONTRACTOR

Company_____

Mailing Address_____

License #_____Phone#_____

ELECTRIC CONTRACTOR

Company_____

Mailing Address_____

License#_____Phone#_____

MECHANICAL / HVAC CONTRACTOR

Company_____

Mailing Address_____

License#_____Phone#_____

ATTACHMENT B
DEPOSIT & CONTRACTOR CONDUCT DURING CONSTRUCTION

Deposit Required:

In addition to the Building Permit fees and utility hook-up charges set out above, a deposit in the same amount as the permit fee shall be paid to the City. The deposit is refundable to the Applicant who made the deposit after a Certificate of Occupancy is issued and the Building Inspector has authorized the refund. The Applicant shall be provided a copy of this section when the deposit is delivered, providing notice of the possibility that deductions will be made for certain acts as set out herein. Additionally, the Applicant shall agree, in writing, that deductions may be made from the deposit for the acts described in Sections 6.2 and 7.3.1.

Possible Deposit Forfeiture & Deductions:

Forfeiture: On new construction Projects, if the structure is occupied before the City issues a Certificate of Occupancy, the deposit is forfeited in its entirety. On remodeling projects or when a building or unit has been vacant with utilities turned off for more than 60 days, if the unit or structure is occupied before the City issues a Compliance Inspection Certificate, the deposit is forfeited in its entirety.

Deductions: A deduction from the refund, or civil or criminal penalty, will occur if any of the following situations arise:

1) Absence of restroom facilities for the construction workers at any time work on the Project is ongoing. Any violation of this provision shall result in a deduction from the deposit of $15 each day there is a violation.

2) The Site and surrounding areas shall be kept free from construction debris and litter with no significant accumulation outside of a required trash enclosure for more than twenty-four (24) hours. The trash enclosure is to be located on the Site through completion of the construction period. If the permit holder does not provide an orderly Site and the accumulation of unconfined debris threatens the surrounding areas, the City will advise the permit holder of their concern and require an immediate clean up. If the debris is not removed and a clean Site established within forty-eight (48) hours from the date of the initial notification, the City shall issue a "Stop Work Order" at the Site, and will not allow construction to proceed until the Site is cleaned up. In addition, violations found by the City's Building Inspector or Code Inspector can result in a citation and fine to the contractor for up to $500.00 per day that the debris is not cleaned up, and each day the debris is not cleaned up shall constitute a separate offense. The City's Building Inspector and Code Inspector are hereby given the authority to issue such citations.

3) Organic material (tree limbs, brush, etc.), which is cut and not removed from the Site within fourteen (14) days of being cut shall also constitute a violation of this Ordinance, and if not removed within fourteen (14) days, as required, the City shall issue a "Stop Work Order" at the Site, and will not allow construction to proceed until the material is removed. In addition, violations found by the City's Building Inspector or Code Inspector can result in a citation and fine to the contractor for up to $500.00 per day that the material is not removed, and each day the material is not removed shall constitute a separate offense. The City's Building Inspector and Code Inspector are hereby given the authority to issue such citations.

4) The permit holder shall preserve, and totally restore to generally equivalent condition if damaged, City or POA-owned property including roads, drainage ditches or signs. Any un-repaired damage shall be repaired by a contractor hired by the City or POA where the site is located and the actual cost incurred by the City or POA for repair or restoration will be deducted from the deposit and, when applicable, paid to the Subdivision by the City for actual costs incurred by the POA.

5) No construction material, debris, removed brush or equipment may be located on properties adjacent to the Site without express written permission of its owner or agent. Unauthorized dumping on adjacent property, on roads or rights-of-way, or in violation of any City ordinance or regulation, including but not limited to, an anti-dumping ordinance, will be removed by a contractor hired by the City and the actual cost incurred by the City for the removal will be deducted from the deposit.

6) Construction shall only occur during weekdays and Saturdays, and hours of work shall be no earlier than 7:00 a.m. and no later than 7:00 p.m., unless specifically approved by the City. To be able to start earlier per the City, the contractor must first obtain the approval of all residents within a two hundred (200) foot radius of the property, and provide such approval information to the Development Services Department at least forty-eight (48) hours prior to the date such early work start time is proposed. The Development Services Manager shall either approve or deny such early work start time based on the evidence provided, and shall notify the contractor and the Police Department of the decision. Any violation of this provision shall result in a deduction from the deposit of $500 each day there is a violation.

7) Permit holder must enforce compliance with the City's Parking Ordinance #07-05-15A. (A copy of the ordinance may be obtained upon request or you can find the ordinance at the City's website www.horseshoe-bay-tx.gov). Any citation issued by the City Inspector will result in a charge of $100 each day the problem persists which will be deducted from the deposit. If a citation for the same problem is issued by the Police Department, it is the permit holder's responsibility to notify Development Services, so the charge will not be deducted from the deposit.

8) A copy of the building permit shall be posted at the site at all times during construction, at a location accessible and easily seen from the site's boundaries. Any violation of this provision shall result in a charge of $15 for each day there is a violation which will be deducted from the deposit.

9) Any inspections requested and performed after hours will result in the undersigned being charged for the inspector's time. Inspections called for when project is not complete and ready for inspection will cost an additional $100. This cost will be deducted from the Refundable Deposit.

10) Any portable toilet or dumpster on a construction site that has a Stop Work Order or has an expired Building Permit must be removed within 48 hours. Any portable toilet or dumpster not removed within 48 hours will result in a deduction from the deposit of $100 per day for every day left on the site. If the portable toilet or dumpster is not removed within 5 days, the City can have them removed and the cost deducted from the deposit, and can require that the deposit be increased to cover the removal cost.

11) Any inspections called for before the project is in a state of readiness will cost an additional $100. This fee will be deducted from the construction deposit.

12) The permit holder is responsible for following the City's inspection procedure, including calling for inspections before covering up work. Failure to follow any required procedure will subject the permit holder to a fine not to exceed $500. This fine may be deducted from the construction deposit.

13) Any non-conforming or unauthorized sign found on the site will be red-tagged by the building inspector or code enforcement officer. You will be required to remove the sign or bring it into compliance within five (5) days of issuance of the red-tag. If the sign is not removed or brought into compliance within that time period a fine of up to $500 will be assessed to the permit holder. This fine can be deducted from the construction deposit.

14) Should the Building Permit deposit balance become negative, a new deposit of $1,000 will be required. If this should occur, the Site will be Red Tagged and all construction must stop until the additional deposit is submitted.

Acknowledgement:

I have received and reviewed this attachment, concerning the construction conduct and deposit requirements associated with the issuance of a Building Permit by the City of Horseshoe Bay. I understand the requirements and acknowledge that deductions and possible forfeiture of the deposit may occur as outlined in this attachment.

Signature of Contractor	Printed Name	Date
Signature of Owner	Printed Name	Date

ATTACHMENT C
REQUIRED INSPECTIONS FOR NEW CONSTRUCTION AND REMODELS

Please call (830) 598-8741 to schedule inspections.
A set of approved plans available to the inspector must be on the jobsite at the time of each inspection.

Foundation

Inspections

1. Form Survey – Provide a copy of the form survey to the Building Inspector prior to the first inspection.
2. Sewer Plumbing – Pressure test pipe with 10 foot head of water or 5 PSI air.
3. Water Distribution – Pressure test with a minimum 80 PSI air. This can be done at slab pre-pour inspection.
4. Slab Foundation – After all reinforcing steel is in place and all under and in slab utilities are in place. Engineered foundations shall be inspected by the engineer of record and a copy of the reports given to the Building Inspector prior to commencing framing.

Framing, Plumbing, Electric and Mechanical

Inspections

1. Roof – After decking, sheathing, lathing and flashing, but prior to roof covering of metal, shingles or tile.
2. Exterior Wall – After sheathing, house wrap, window and door flashing, but prior to cladding.
3. Plumbing – Pressure test water distribution pipes, bathtubs, and between floor sewer drain pipes.
4. Electric
5. Heating, Ventilation and Air Conditioning
6. Mechanical Equipment
7. LP Gas – Pressure test gas line
8. Framing – Prior to insulation.

NOTE: The above inspections may be made independent of each other or at the same time.

9. Insulation – After the above inspections have been made with the exception of the exterior wall and roof.
10. Drywall – Prior to tape and floating.

Utility Service Trenches

Inspections

1. Electric – Prior to covering trench from meter base to house and any yard lines except for irrigation valves.
2. LP Gas – Prior to covering trench from tank to house and any yard lines.
3. Water Supply – Prior to covering trench from meter to house.
4. Grinder Tank & Line – Prior to covering trench from the structure to the grinder tank and to the sewer main.

Final Inspection

After the building is completed, subdivision deed restrictions are in compliance, City of Horseshoe Bay ordinances regarding building construction are in compliance and construction debris is removed, but prior to occupancy.

ATTACHMENT D

REQUIRED INSPECTIONS FOR ACCESSORY STRUCTURES

Please call (830) 598-8741 to schedule inspections.
A set of approved plans available to the inspector must be on the jobsite at the time of inspection.

Swimming Pools / Spas Inspections

1. Pre-gunite - After structural steel is installed, water lines put under pressure and bonding completed.
2. Final – Upon completion of the pool, pool equipment installed and screened from view and access barrier or fence has been erected.

Fence Inspection

1. Final - After the fence is completed.

Roof / Re-roof Inspections

1. Decking - After flashing, decking, lathes and underlayment have been installed.
2. Final – Upon completion of the roof covering.

Boat Dock / Boat House / PWC Dock Inspections

1. Foundation – Structural steel placement prior to concrete pour.
2. Rough In – Inspection of framing, plumbing and electrical components prior to covering walls.
3. Final – After completion of the structure.

Deck / Porch / Patio Inspections

1. Foundation – Structural steel placement prior to concrete pour.
2. Rough In – Inspection of framing, plumbing and electrical components prior to covering walls.
3. Final – After completion of the structure.

Driveway Inspections

1. Foundation – Structural steel placement prior to surface application.
2. Final – After completion of driveway.

Retaining Wall / Bulkhead / Seawall Inspections

1. Foundation – Structural steel placement prior to concrete pour.
2. Final – After completion of the structure.

Storage Building Inspections

1. Foundation – Structural steel placement prior to concrete pour.
2. Rough In – Inspection of framing, plumbing and electrical components prior to covering walls.
3. Final – After completion of the structure. Manufactured storage buildings are to be inspected after set-up and ready for use.

ATTACHMENT E

REQUIRED INSPECTIONS FOR MANUFACTURED HOMES
IN THE M-1 MOBILE HOME DISTRICT IN ZONE 4B – HORSESHOE BAY SOUTH

Please call (830) 598-8741 to schedule inspections.
A set of approved plans available to the inspector must be on the jobsite at the time of inspections.

Foundation Inspections

1. Set backs – Prior to the home being set in place on the lot.
2. Footings or foundation slab – Structural steel placement prior to concrete pour.

Utility Service Trenches Inspections

1. Electric – Prior to covering trench from meter base to house and any yard lines except for irrigation valves.
2. LP Gas – Prior to covering trench from tank to house and any yard lines.
3. Water Supply – Prior to covering trench from meter to house.
4. Grinder Tank & Line – Prior to covering trench from the structure to the grinder tank and to the sewer main.

Final Inspections

1. Driveway
2. Horseshoe Bay Light
3. Address Number
4. Accessory Structures
5. Construction Clean-up

ATTACHMENT F
ITEMS REQUIRED TO BE COMPLIED WITH AS PART OF BUILDING PERMIT APPROVAL

1. Architectural Control Committee Approval Required First. Prior to issuing a Building Permit, you must submit (2) two sets of plans that have been approved by the appropriate Subdivision Architectural Control Committee. These plans will be reviewed by the City of Horseshoe Bay's Development Services Department for conformity to zoning ordinances, service utilities and building codes. Plans must include at a minimum a site plan, foundation plan, floor plan, electric plan, roof plan and all four exterior elevations showing type and color of roof, masonry, siding, trim, nature and extent of work proposed. Show in detail that all work will conform to the International Residential Code, 2006 Edition or International Building Code, 2006 Edition and National Electric Code, 2005 Edition.

2. On-Site Sewage Facility (OSSF) Permit Required When No Sanitary Sewer System is Available. A separate Septic System Permit issued by the City of Horseshoe Bay will be necessary if the site is not serviced by the city's utility sewer system.

3. Flood Plain Permit Required for Construction in the Flood Plain. A Flood Plain Permit issued by the City of Horseshoe Bay will be necessary for any building project located in the flood plain. Additionally a Development Permit from LCRA and permits from any other applicable agency governing building in the flood plain must be obtained prior to commencing construction. If the project is in the flood plain, two elevation certificates will be required. The first certificate is required after the foundation has been formed and prior to concrete pour. The second certificate is required prior to the final inspection and certificate of occupancy being issued.

4. Silt Fencing Required. Appropriate silt fencing must be in place immediately after the clearing of the construction site.

5. Property Line Setbacks Must be Met. It is the permit holder's responsibility to ascertain that construction conforms to property line setback restrictions. A copy of the form survey shall be given to the City's building official prior to the first scheduled inspection.

6. 18 Month Time Limit for Residential and Commercial Permits. Construction shall be completed within (18) eighteen months from the date of the building permit for residential and commercial buildings. If construction is not commenced within (180) days of obtaining a permit, the permit becomes void and all applicable fees will be forfeited.

7. 9 Month Time Limit for Manufactured Home Permits. Manufactured homes shall be placed on site and be ready for occupancy within (9) nine months from the date of the building permit.

8. 6 Month Time Limit for Accessory Structures. Construction shall be completed within (6) six months from the date of the building permit for accessory structures, such as decks, swimming pools, fences and retaining walls. Exception – accessory structures included in a residential or commercial building permit can be completed within the 18 month permit period.

9. Requests for Extensions of Time Limits Must be Submitted in Writing at the Time of Application. If the time required to complete the construction project will exceed the time allowed by the permit, a request for an extended permit period may be granted by the City. Requests for an extended permit period must be in writing and submitted with the Application.

10. Penalty For Starting Work Without a Permit. Initiating construction prior to the issuance of a Building Permit will result in the permit fee being doubled.

11. Any Work Stoppage for 180 Days Voids Permit. Any cessation of work by the contractor on a project for a period of 180 days will result in the permit being voided. A stop work order will be issued on the site. All permit and deposit fees will be forfeited. A new permit will need to be obtained to continue construction on the site.

12. One 100 Day Extension of Permit May Be Granted. Should the Project not be completed within the permit term, the permit holder can apply to the City at least thirty (30) days before the expiration of the Building Permit, in writing, for an extension of up to one hundred (100) days. Should the Project not be completed within the extension period a stop work order will be issued on the site and a new Building Permit must be obtained to continue work at a minimum cost of $500.

13. Certificate of Occupancy Required Prior to Occupation of Structure. A Certificate of Occupancy is required prior to permanent utilities being turned on. A new or remodeled residential or commercial structure shall not be occupied prior to a Certificate of Occupancy being issued by the Development Services Department of the City of Horseshoe Bay.

14. Subdivision POA Approved Street Light Required. It is the owner's responsibility to construct and install the appropriate subdivision street light.

15. Driveways to be Tied into Street at Street Level. It is the owner's/developer's responsibility to tie driveways into the street at the level of the street; and any damage to the curb or ribbon curb and or street needs to be repaired by the owner/developer. The tie-in should be concrete, asphalt stone, or paver bricks. No loose aggregate is permitted. The tie-in must comply with the relevant POA's requirement. The tie-in will be inspected by the Development Inspector. Culverts should be sized to carry the flow, not cause or divert storm water flows onto another property. The culverts must be ½ the depth of the culvert unless otherwise clearly shown on the plans as designed by a professional engineer in such detail that it can be inspected. The culvert is the owner's responsibility to keep serviceable. The care, maintenance and repair of any access across any easement are the responsibility of the driveway owner. Should the city do work in the easement causing damage to a driveway, access and/or culvert, the City may, on a case by case basis, contribute to the repair of any such damage. In no instance will the city repair a driveway, access or culvert damaged by the City to better than its existing condition at the time of the damage.

16. Construction Signs Must Follow Policy. Construction signs must adhere to the policies of the City' sign ordinance and ACC requirements. Attachment F sets out the guidelines for construction signs. Only the general contractor may display a sign. Sub-contractors may not display signs.

17. TDLR Approval Required for Construction Valued at More than $50,000. For any new business/commercial construction or alterations over $50,000, documentation must be shown that the plans have been submitted to the Texas Department of Licensing and Regulation for review and inspection regarding handicapped accessibility. Plans must conform to the Texas Accessibility Standards.

For information contact:

Texas Department of Licensing and Regulation
Code Review and Inspection Division
Architectural Barriers Section
P. O. Box 12157
Austin, Texas 78711
800-803-9202
512-463-3211
FAX: 512-475-2886

18. LCRA Approval Required for Buildings Larger Than 10,000 Sq. Ft. For any project containing 10,000 square feet or more of impervious cover, approval must be obtained from the Lower Colorado River Authority and documentation of that approval shall be submitted with the application. Erosion and sedimentation controls must be used for any soil disturbance activities. Obtain LCRA regulations by calling (800) 776-5272 or at www.lcra.org

a. Dredge and fill activities (including retaining walls) must comply with LCRA dredge and fill standards.

b. Boat docks must comply with the LCRA Residential Dock standards and Marinas require an LCRA permit.

ATTACHMENTG

HORSESHOE BAY CONSTRUCTION ID SIGN POLICY

1. No permit will be issued for construction identification signs and no fee will be charged, but the building contractor must submit the written approval by the Architectural Control Committee (ACC) for the Subdivision in which the sign is to be located to the Development Services Department prior to placement of the construction sign on a property. No construction identification sign will be allowed to be posted on a property which has not first been signed off as approved by the ACC.

2. One approved Construction Identification Sign may be placed on a building site during the construction period plus ten (10) days, beginning with the date the building permit is approved and ending ten (10) days after the final inspection.

3. Illumination is prohibited.

4. A construction identification sign shall only be allowed to be placed on the street side of the project. The sign is not allowed on the golf course side or to be visible from the golf course. The sign is not allowed on the waterfront side or the view side of properties.

5. The bottom of such Sign shall not exceed more than two (2) feet above grade.

ATTACHMENT H

REQUIRED DOCUMENTATION FOR NEW CONSTRUCTION

1. An approved copy of the building plans shall be on the jobsite for use by the building inspector.
2. Form survey provided to the building inspector prior to concrete placement.
3. Construction in the flood plain requires an elevation certificate with elevations taken from the slab level of the form boards prior to concrete placement.
4. Engineered foundations require copy of engineers report provided to the building inspector prior to framing inspection.
5. Roof and floor truss systems require that installation instructions be provided to the building inspector at the time of the framing inspection. If the truss systems are inspected by the truss company or a qualified engineer then a copy of their report shall be given to the building inspector prior to cover up.
6. Installation instructions for the windows shall be provided to the building inspector at the time of the framing inspection.
7. Installation instructions for mechanical equipment shall be provided to the building inspector at the time of inspection.
8. Construction in the flood plain requires a second elevation certificate with elevations taken from the lowest habitable floor.
9. Requirements for the energy-efficiency certificate. A permanent certificate shall be posted inside the electrical distribution panel. The certificate shall be completed by the builder or registered design professional. The certificate shall list the following.
    1. Predominant R-values of insulation in or on ceiling/roof.
    2. Predominant R-values of insulation in the walls.
    3. Predominant R-values of insulation in the sub floor or crawlspace.
    4. Predominant R-values of the ducts installed in unconditioned spaces.
    5. U-factors for fenestration.
    6. The solar heat gain coefficient (SHGC) of fenestration.
    7. Type and efficiency of heating and cooling equipment
    8. Type and efficiency of water heating equipment.

ATTACHEMENT I

Parking Ordinance

Sec. 12.03.004 Parking at commercial or residential construction sites

Any person who receives a building permit for a construction purpose for a structure, facility, or accessory structure in the city shall be furnished with a copy of this article at the time such permit is issued or within a reasonable time thereafter, and such person shall be responsible for the following:

(1) Commercial construction site.

(A) All vehicles of any kind including vehicles required for construction and construction catering vehicles shall be parked off the street; either within the boundaries of a commercial construction site or at a location arranged for, either by lease, agreement, permission, or other lawful means.

(B) Parking or standing of material delivery vehicles on the street is prohibited without a special use permit from the city.

(2) Residential construction site.

(A) If a vehicle, equipment, or trailer used by someone at the site for construction purposes, including a vehicle required for construction and construction catering vehicles, is parked on the street, all vehicles shall be parked only within the direct frontage of the actual construction site if adjacent lot(s) are developed and occupied, on the same side of the street as the construction site, and in the direction of the flow of traffic. Construction trailers must be removed from the roadway during hours of darkness.

(B) Parking or standing for materials delivery vehicles on the street is limited to two (2) hours and is not allowed during hours of darkness.

(C) Catering and other vendor vehicles must comply with subsection (2)(A) above, and no catering or vendor vehicle may park on the street at the site for more than one (1) hour during any four-hour period during any twenty-four-hour day.

(3) Informing all employees, contractors, subcontractors, consultants, inspectors, or other persons who work at or visit the commercial construction site where vehicles may be parked during construction.

(4) Arranging, when necessary, by lease, agreement, permission, or other lawful means, for off-street parking of vehicles of persons who work at or visit the commercial or residential construction site and, if necessary, the shuttling of such persons to and from the site.

(5) Identifying, by temporary sign or other reasonable means, where parking is and is not allowed.

(6) Ensuring that no vehicle or pedestrians of any kind or description blocks, impedes, or obstructs the normal flow of traffic at, near, and adjacent to the commercial or residential construction site.

(7) Payment to the city of any fines or penalties imposed for violation of this section of this article.

(8) Variances to these requirements may be requested in writing to the city at the time of application for a building permit.

BUILDING PERMIT CHECKLIST
(To be Completed by City Staff)

_____ Completed Building Permit Application. (Front Page of Permit)

_____ Copy of plat which has been filed for record in either the Llano or Burnet County Clerk's office prior to September 20, 2005, or by the City after such date.

_____ Two sets of plans which have been submitted to and approved by the appropriate Subdivision POA Architectural Control Committee or designated representative indicating the plans comply with the deed restrictions and covenants for the Subdivision where the site is located.

_____ For any project that exceeds 10,000 sq. ft. of living space, approval must be obtained from the City Council.

_____ For any project containing 10,000 square feet or more of impervious cover, approval must be obtained from the Lower Colorado River Authority and documentation of that approval shall be submitted with the application.

_____ For any new business construction or alterations over $50,000 documentation must be shown that the plans have been submitted to the Texas Department of Licensing and Regulation for review and inspection. Plans must conform to the Texas Accessibility Standards.

_____ For sites not served by the City's sewer system, an OSSF permit must be obtained from the City.

_____ For sites that are located in the flood plain, a Flood Plain Permit must be obtained from the City and any other governmental entity requiring such permitting.

_____ Completed General Contractor Registration form.

_____ Completed Sub-contractor Information form.

_____ Completed Construction Deposit form.

_____ Water and waste water plan review.

_____Water and waste water line location

_____ Building Code and zoning plan review.