



**WOODCREEK PROPERTY OWNERS ASSOCIATION
RESIDENTIAL PERMIT APPLICATION
NEW HOME CONSTRUCTION**

Date Submitted: _____

Owner/Builder:

_____ **Phone:** _____

Email: _____

Owner/Builder Address:

Location of Building Site:

_____ **(Physical Address)**

Legal description of building site:

Section	Lot	Total Square Footage (Living Area)
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Setback Requirements (according to deed restrictions):

_____ **front property line**

_____ **left**

_____ **right**

_____ **rear**

IF SENDING DOCUMENTS -FedEx,UPS,ETC - 106 PLEASANT VALLEY,WIMBERLEY,TX 78676

U.S. POSTAL SERVICE DELIVERY- PO BOX 1026,WIMBERLEY TX 78676

APPLICANT MUST SUBMIT THE FOLLOWING IN TOTAL

_____ This Application Form signed and the attached Agreement signed and initialed where indicated

_____ Two complete sets of certified plans indicating square footage of AC/HEAT space and all four elevations

_____ Two complete sets of exterior and interior specifications sheets

_____ Recent survey and accurate plot plan (show set-backs)

_____ A copy of a building permit from Hays County

_____ Permit application Fee 9 Months \$2000.00

_____ Copy of Septic permit (if applicable) **\$150.00 Fine if not Submitted**

_____ Proof of General Liability Insurance

_____ Permit is non transferable

THE REVIEW COMMITTEE (ACC) HAS 30 DAYS FROM FINAL SUBMITTAL OF PLANS AND PERMITS TO APPROVE PLANS AND AUTHORIZE COMMENCEMENT.

ACKNOWLEDGMENT

I REPRESENT AND AFFIRM THAT ALL INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT AND THAT I HAVE READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE TERMS AND CONDITIONS UNDER WHICH AN APPROVAL WILL BE ISSUED. FURTHER, ANY VIOLATION OF THE TERMS AND CONDITIONS SHALL BE CAUSE FOR THE WPOA TO SUSPEND SUCH APPROVAL UNTIL THE VIOLATION IS CORRECTED.

_____ Date: _____

Signature of Applicant

For Architectural Control Committee Use

Building Application approved by: _____ Date: _____

Building Application denied by: _____ Date: _____

Reason for Denial: _____

WOODCREEK PROPERTY OWNERS ASSOCIATION OF HAYS COUNTY, INC.
TERMS AND CONDITIONS OF PERMIT APPLICATION
AGREEMENT

1. ALL CONSTRUCTION WILL MEET OR EXCEED COUNTY REQUIRED RESIDENTIAL BUILDING CODES. BUILDER MUST BE REGISTERED WITH HAYS COUNTY AND MUST REGISTER ALL NEW HOME CONSTRUCTION WITH THE COUNTY. BUILDERS MUST COMPLY WITH ALL LAWS REGARDING INSPECTIONS AND THE HIRING OF LICENSED CONTRACTORS. _____ Initial and date.
2. ALL BUILDERS MUST SUBMIT A BUILDING PERMIT ISSUED BY HAYS COUNTY, TEXAS ALONG WITH ALL OTHER REQUIRED DOCUMENTS. THE ACC WILL NOT BEGIN CONSIDERATION OF A BUILDING APPROVAL APPLICATION WITHOUT THESE DOCUMENTS. _____ Initial and date.

3. DRIVEWAY DRAINAGE PLAN: PLEASE CHECK ONE

_____ **COUNTY ROAD**-HAYS COUNTY DRIVEWAY PERMIT APPLICATION

_____ **Contact Hays County -hayscountytexas.com 512-393-7385**

_____ **WPOA ROAD**-BUILDER SHALL PROVIDE DRIVEWAY PLAN IN ACCORDANCE WITH HAYS COUNTY STANDARDS.

ONE OF THREE (3) APPROVED DRIVEWAY APPROACHES MUST BE CONSTRUCTED.

_____ SHEET FLOW _____ DIP STYLE _____ CULVERT STYLE

PLEASE REFER TO TEXAS WATER CODE 11.086 OVERFLOW CAUSED BY DIVERSION OF WATER.

4. EXTERIOR COLORS MUST BE CONFINED TO EARTH TONES, WHICH ARE COMPATIBLE WITH THE NATURAL ENVIRONMENT. _____ Initial and date.
(COLOR PALLET FOR EXTERIOR COLORS MUST BE SUBMITTED)
5. NO CONSTRUCTION WILL COMMENCE UNTIL A BUILDING APPROVAL HAS BEEN ISSUED. WHEN ISSUED, THE BUILDING APPROVAL WILL BE CONSPICUOUSLY DISPLAYED ON THE SITE AT ALL TIMES. _____ Initial and date. **ONE (1) REMINDER NOTICE WILL BE GIVEN IF NONCOMPLIANT AFTER REMINDER, FINE OF \$500.00 WILL BE ASSESSED**
6. A PORTABLE TOILET MUST BE ON SITE PRIOR TO THE START OF ANY CONSTRUCTION AND MUST REMAIN ON SITE UNTIL THE CONSTRUCTION IS COMPLETED. PORTABLE TOILETS MUST BE MAINTAINED ON A REGULAR BASIS. _____ Initial and date.
***Violations will result in a weekly fine of \$100.00 until corrected.**

7. TO ENSURE COMPLIANCE WITH SETBACK REQUIREMENTS, A FORM SURVEY PREPARED AND CERTIFIED BY A LICENSED SURVEYOR MUST BE ON FILE WITH THE WOODCREEK POA PRIOR TO POURING CONCRETE FOR THE FOUNDATION. THE FORM SURVEY MUST BE DELIVERED IN PERSON, EMAILED, OR BY FAX TO THE WPOA OFFICE. CONCRETE WASHOUT MUST BE DONE ON JOBSITE (TO BE MONITORED BY ACC)

_____ Initial and date. **Violations will result in a fine of \$500.00.*

- 8.WPOA SHOULD BE NOTIFIED OF ROADCUTS ON WPOA MAINTAINED ROADS, AND REPAIRED PROPERLY.WILL BE SUBJECT TO INSPECTION _____Initial and date

(if roadcut is necessary additional form is required with a small road cut fee.

NON-COMPLIANCE SUBJECT TO \$500.00 FINE

9. MAJOR DEBRIS CLEAN-UP IS REQUIRED ON A WEEKLY BASIS. MINOR DEBRIS PICKUP IS REQUIRED DAILY. A COMMERCIAL-GRADE DEBRIS CONTAINER MUST BE ON THE BUILDING SITE FOR WHICH THE APPROVAL IS ISSUED WITHIN 10 (TEN) DAYS AFTER FORM BOARDS ARE SET. THE DEBRIS CONTAINER MUST BE MAINTAINED TO KEEP THE BUILDING SITE FREE OF DEBRIS. (Note: The ACC will evaluate and may grant advance written requests for an exception if the lot size/configuration significantly hinders the delivery of materials at certain stages of construction.)

_____ Initial and date. **Violations will result in a weekly fine of \$100.00 until corrected.*

10. BUILDER/OWNER MUST CLEAN PROPERTIES/ROADWAYS AND RIGHT-OF-WAYS FROM ANY AND ALL TRASH RESULTING FROM WORK BEING PERFORMED AT/ON THEIR BUILDING SITE. TRASH OF ANY KIND MUST BE PICKED UP DAILY. _____ Initial and date. **Violations will result in a weekly fine of \$100.00 until corrected.*

11.OUTSIDE BURNING SHOULD ONLY BE UNDERTAKEN IF THERE IS NO PRACTICAL ALTERNATIVE. IF AN ONSITE BURNING IS NECESSARY, WATER MUST BE AVAILABLE, ALL FIRES/ASHES MUST BE FULLY EXTINGUISHED BEFORE NIGHTFALL, AND THE FIRE MUST BE SUPERVISED AND UNDER CONTROLLED CONDITIONS AT ALL TIMES. NO BURNING MAY OCCUR WITHIN 300 FEET OF ANY HOME WITHOUT THE PRIOR WRITTEN APPROVAL OF THE HOMEOWNER. TREATED CONSTRUCTION WASTE, HOUSEHOLD GARBAGE, RUBBER/PLASTIC PRODUCTS, HEAVY OILS, FIBERGLASS PRODUCTS, OIL-BASED MATERIALS, AND ANY MATERIAL THAT WILL PRODUCE EXCESSIVE SMOKE MAY NOT BE BURNED. NO BURNING MAY OCCUR IF THERE IS A HAYS COUNTY BURN BAN IN EFFECT. _____ Initial and date.

****Violations will result in a fine of \$500.00 per occurrence. Must obtain a permit from county***

12. BUILDER/OWNER MUST BE IN CONTROL OF THEIR PERSONNEL/SUB-CONTRACTORS AT ALL TIMES. LOUD MUSIC, IMPROPER LANGUAGE, DAMAGE TO ADJOINING PROPERTIES, DRUNKEN OR DISORDERLY CONDUCT, AND UNRESTRAINED DOGS WILL NOT BE TOLERATED.

_____ Initial and date. **Violations will result in a fine of \$100.00 per occurrence.*

13. CONSTRUCTION IS ALLOWED ONLY BETWEEN THE HOURS OF 7:00A.M. AND 7:00 P.M. MONDAY THRU SATURDAY. **NO CONSTRUCTION IS ALLOWED ON SUNDAYS OR MAJOR HOLIDAYS (THANKSGIVING DAY, CHRISTMAS DAY, NEW YEARS DAY, MEMORIAL DAY, INDEPENDENCE DAY,LABOR DAY).** CONCRETE WORK MAY BEGIN AT 6:00 A.M (MONDAY –

SATURDAY), BUT MAY NOT BEGIN EARLIER UNLESS PRIOR WRITTEN AUTHORIZATION HAS BEEN OBTAINED FROM THE ACC. _____ Initial and date. **Violations will result in a fine of \$100.00(1st occurrence), \$200.00 (2nd occurrence), \$300.00 (3rd occurrence)*

14. BUILDER/OWNER MUST COMMENCE CONSTRUCTION WITHIN 60 DAYS OF ISSUANCE OF APPROVAL. **IF NOT STARTED WITHIN 60 DAYS YOU MUST APPLY FOR A NEW APPROVAL AND PAY A NEW FEE.** _____ Initial and date.

15. ALL NEW HOME CONSTRUCTION MUST BE FULLY COMPLETED PRIOR TO THE APPROVAL EXPIRATION DATE OF THE BUILDING APPROVAL. THIS INCLUDES COMPLETION OF THE INTERIOR AND EXTERIOR OF THE HOME, DRIVEWAY, MAILBOXES, SIDEWALKS, AND ALL UTILITIES MUST BE IN PLACE AND OPERATIONAL PRIOR TO THE APPROVAL EXPIRATION DATE. (REQUESTS FOR EXTENSIONS MUST BE ON FILE 30 DAYS PRIOR TO EXPIRATION. AN EXTENSION MAY BE GRANTED DEPENDENT UPON WEATHER AND OTHER EXTENUATING CIRCUMSTANCES. EXTENSIONS WILL REQUIRE ADDITIONAL APPROVAL FEES BE PAID). _____ Initial and date. **Violations will result in a monthly fine of \$300.00 (expired approval) 1 month extension \$250.00, additional months to be prorated .*

16. A REQUEST FOR THE EXTENSION OF AN APPROVAL MUST BE MADE IN WRITING. NO APPROVAL WILL BE EXTENDED BEYOND ONE YEAR. _____ Initial and date. **If Construction is not completed within the APPROVED time period a \$1000.00 fine will be assessed.*

17. UPON COMPLETION OF PROJECT YOU MUST NOTIFY WOODCREEK POA VIA EMAIL. _____ Initial and date.

18. ***BEFORE CLOSING OF PROPERTY :***

UPON ON COMPLETION OF CONSTRUCTION, JOBSITE MUST BE CLEARED OF ALL DEBRIS (construction materials, rock, dirt and brush). NO DUMPING ON EMPTY LOTS OR SURROUNDING AREAS WILL BE ALLOWED PROPERTIES WILL BE SUBJECT TO INSPECTION. _____ Initial and date. ***NON-COMPLIANCE MAY DETER CLOSING OF PROPERTY.***

BY SIGNING THIS DOCUMENT, YOU ARE ENTERING INTO A CONTRACT WHEREIN YOU AGREE TO COMPLY WITH THESE RULES AND REGULATIONS AND THE RULES ESTABLISHED IN THE WPOA ACC RULES FOR NEW HOME BUILDERS REGARDING SUBMISSION. IF YOU FAIL TO PERFORM ANY OF YOUR OBLIGATIONS UNDER THIS AGREEMENT, AFTER NOTICE, YOUR BUILDING APPROVAL MAY BE SUBJECT TO TERMINATION. FURTHERMORE, YOU AGREE THAT WOODCREEK POA MAY ALSO ENFORCE THESE RULES AND REGULATIONS BY WAY OF INJUNCTION, SUIT FOR DAMAGES, AND/OR FINES. _____ Initial and date.

BUILDER ACKNOWLEDGES AND AGREES THAT THE DETERMINATION OF ACTUAL DAMAGES TO WOODCREEK POA IN THE CASE OF BUILDER'S/OWNER'S NONCOMPLIANCE WITH THESE RULES AND REGULATIONS WILL BE DIFFICULT OR IMPOSSIBLE TO DETERMINE. BUILDER THEREFORE AGREES THAT DAMAGES AND/OR FINES LEVIED UNDER THIS AGREEMENT FOR VIOLATIONS AS DICTATED ABOVE ARE FAIR AND REASONABLE. FURTHER, BUILDER AGREES THAT NONCOMPLIANCE WITH THESE RULES AND REGULATIONS WILL CONSTITUTE IMMINENT HARM AND IRREPARABLE INJURY TO WOODCREEK POA.

I, _____, HAVE READ AND AGREE TO THE ABOVE RULES AND REGULATIONS OF THE WOODCREEK PROPERTY OWNERS' ASSOCIATION OF HAYS COUNTY, INC.

I, _____, HAVE READ AND AGREE TO THE ABOVE NOTICE CONCERNING THE RIGHTS OF THE WOODCREEK PROPERTY OWNERS' ASSOCIATION OF HAYS COUNTY, INC. TO DAMAGES, FINES AND/OR AN INJUNCTION FOR ANY AND ALL INFRACTIONS OF THE ABOVE RULES AND REGULATIONS.

I do ___ do not ___ own the property. ***BUILDERS-IF YOU DO NOT OWN PROPERTY \$2,500 DEPOSIT IS REQUIRED BY WPOA***

DATE_____

Builder/Owner

***WPOA IS LISTED WITH THE COUNTY
AS NIGHT SKY FRIENDLY
PLEASE BE CONSCIOUS OF OUTDOOR LIGHTING***

Approval is not a certification of good workmanship or compliance with any city, state, federal, or other guideline, rule, law, bylaw, and/or regulation. Nor does it indemnify the applicant (or any related party) from any third-party claim related to subject property and/or construction. It is the sole responsibility of the applicant to ensure that actions related to the property and/or construction are performed in accordance with any relevant guideline, rule, law, bylaw, and/or regulation.