

Email: canyonparkpoa2020@gmail.com Office: 936-646-4445

APPLICATION FOR CONSTRUCTION NOTES

This document contains information and the application for a request to build, remodel, and/or install a structure on your property. Please observe the following:

- 1. Compliance with the City of Onalaska current ordinances is a must and will not be circumvented in any fashion.
- 2. Obtain 'Canyon Park Deed Restrictions' from the Canyon Park POA website (canyonparkonalaska.com) or by contacting the POA Office Monday through Friday 10 am to 2 pm. The deed restrictions provide a complete explanation of the building requirements.
- 3. Your application will be approved or denied within 15 days, by the Architectural Review Authority (ARA), and/or after you have fulfilled all the requirements set forth in the application.
- 4. If the property does not have a street and/or emergency address, you must obtain such an address from the Polk County Office of Emergency Management before submitting this permit. Call 936-327-6826.
- 5. All POA fees must be current, including all transfer fees, yearly maintenance fees, and any other fees that are associated with the property before an 'Application for Construction' will be approved.
- 6. Administrative fees may be associated with the 'Application for Construction'. A copy of the 'Architectural Review Authority Administrative Fees' document is attached for reference. The fees are due when obtaining your copy of the approved 'Application for Construction'.
- 7. Take the copy of the approved 'Application for Construction' to the City of Onalaska, Permit Department at 372 FM 356 | Onalaska, TX. to obtain a City of Onalaska building permit. Be aware that there is a cost associated with the City of Onalaska permit.
- 8. A copy of the paid City of Onalaska building permit must be provided to the ARA prior to the beginning of construction. A copy of this permit is normally emailed to the POA from the City of Onalaska; however, it is the responsibility of the applicant to ensure the ARA and/or the POA has a copy of the permit.
- 9. The date of your application will be the day it is received by the Canyon Park ARA.
- 10. The property owner is responsible for any damage that may occur by construction to neighboring property. We recommend obtaining the appropriate insurance and verify your contractor's insurance certificates prior to construction.
- 11. If a "Port-a-Potty" or a trash dumpster is needed for new construction, the temporary containers are not to be stored in the utility's easement. Containers must be maintained, at a minimum, monthly.
- 12. All mobile homes shall be installed on a full concrete slab or a partial concrete slab (runners) a minimum of eighteen (18) inches in width. The slab is to be reinforced with three-eight (3/8) inch rebar on eighteen (18) inch centers and the concrete shall be a minimum of 3000 psi and a minimum of four (4) inches thick. The home must be anchored to the slab.
- 13. Any approval is contingent upon construction or alterations being completed in a neat and orderly manner. If approved, said alteration/construction must be maintained per the Declaration of Covenants, Conditions and Restrictions for the Canyon Park Property Owners Association, Inc.
- 14. A \$150.00 fee will be charged for street signs that may need to be moved or replaced due to mobile homes being moved into the subdivision.



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15. You must provide a drawing of the lot with the lot dimensions and show the placement of the home and/or building to be constructed. An engineering CAD drawing is preferred, but a hand drawing is adequate. Ensure all setbacks and easements described in the Declaration of Covenants, Conditions and Restrictions are recognized in the drawing.

NOTE



The building lines are the surveyors' lines on the plat and not the side of the road. Please contact the ARA for clarification.

16. Your lot plan should indicate the difference in finished elevation of the land between the highest and lowest points of the lot.

NOTE



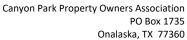
The 20-foot building line is 20 feet from your front-line property, as surveyed, not 20 feet from the street. The 5-foot building line is the sides and back of your property. Refer to the deed restrictions for complete details. Corner lots shall have a 20-foot building line on both sides of the street. There is a 25-foot building line from any canyon. STRUCTURES CANNOT BE PLACED OR BUILD WITHIN THE SET BACK LINES. NO EXCEPTIONS.

NOTE



No person or builder may divert or impound the natural flow of surface waters in this state or permit a diversion or impounding by him to continue, in a manner that damages the property of another by the overflow of the water diverted or impounded. (Refer to Texas Water Code § 11.086).

- 17. The ARA must be notified by writing if the construction company is changed for any reason during the construction period.
- 18. Deed restrictions require "All outside construction of all residences shall be completed within four (4) months from the beginning construction, unless such period is extended in writing by the ARA." An additional City of Onalaska building permit extension may be required.
- 19. Construction can be extended up to, but no longer, than 6 months. If the construction period extends more than 6 months, a new construction permit or a new extension may be necessary.



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APPLICATION FOR CONSTRUCTION

Date Received	Received By						
PROPERTY AND OWNER INFORMATION							
Name			T NOT ENT	1 AND OV	VILLY IN ORIVIATION		
911 Address							
Section	S1	S2	S3	S4	Lots #		
Mailing Address				<u> </u>			
City					State	Zip	
Cell Phone					Other		
E Mail Address							
Printed Name					Signature		
Estimated Construction Dates							
CONSTRUCTION INFORMATION							
Description of the structure to be built, remodeled, or installed. Please attach a legible document covering the following items. Photos and/or "spec" sheets are highly recommended and in some instances required.							
Type of Structure	H	louse [Garage	Porcl	h Shed Fe	nce	
Exterior Materials							
Roofing Materials							
Foundation		Concrete	Pier 8	& Beam	Other (Describe)		
CONTRACTOR / SUPPLIER INFORMATION							
Company Name							
Contact Name					Phone		
E Mail							
Additional information that you would like to share:							







CPPOA ARCHITECTURAL REVIEW AUTHORITY ACTION							
Permit is	Approved Denied						
Printed Nan	ne	Signature					
Date	Click here to enter a date.	-					
Printed Nan	ne	Signature					
Date	Click here to enter a date.	-					
If denied, please provide a detailed reason and possible actions to correct the issue.							
NOTE	hearing. The ARA board has 30 days to hold a hedate, time, and location at least 10 days before	ial after the board receives the owner's request for a earing and will provide notice of the hearing including the hearing date. Only one hearing is required. Both nuance of not more than 10 days. Both parties permit					