



Pendleton Harbor
Property Owners' Association, Inc.
200 Sand Dollar Dr., Hemphill, Texas 75948
409-625-4813 409-625-0604 fax

REQUEST FOR BUILDING/MOVE-IN PERMIT

Date: _____

Permit # _____

Property Owner Making Request: _____ Lot # _____

Address: _____

Phone # _____

Property Owner and Requestor match PHPOA records: _____ Yes _____ No

Association Dues Paid Current: _____ Yes _____ No

COST: \$250 (\$200 will be refunded if completed within 6 months from the date of approval and in compliance with the Architectural Review Committee).

Prior to issuance of any Building/Move-In Permit, an owner shall submit to the Architectural Review Committee, site plans including a copy of the registered site survey with property lines, building plans and drainage plans (if applicable) for review and approval.

Requirements for consideration of permit are in the PHPOA Rules & Guidelines for Development and Construction Section 2 – Architectural Review Committee.

When this permit is approved, the property owner listed above will be allowed to begin and complete the work listed below and agrees to the clean-up of all debris within six (6) months from the approved date of this permit. The property owner is liable for any and all damage to POA property, including roads and ditches, caused by the contracted work. **A \$500 FINE WILL BE IMPOSED IF WORK HAS STARTED PRIOR TO APPROVAL BY PHPOA.**

The property owner must abide completely with the PHPOA Rules & Guidelines for Development and Construction. If it has been determined that these Rules & Guidelines are not being followed, the property owner will be advised to stop immediately and will not be able to resume until issues are remedied. Legal action will be incurred if property owner does not comply with this directive.

A Building/Move-In Permit shall be completed within six (6) months from the date of approval. In the event construction is not completed during this period, all construction must stop, and the plans must be resubmitted to the ARC, and must conform to the then current policy. A one-time 6-month extension to the original permit will be considered. The Building/Move-In Permit reimbursement will not be returned to the property owner and a new permit with another deposit will be required. If building/move-in cannot be completed in 12 months, the property owner could be fined \$100 per day until completion.

House plans/Additions/Trailer plan submitted: ____ Yes ____ No

Make/Model/VIN for Trailer: Owner's Name: _____ Phone No. _____

Make _____ Model _____ VIN/SN # _____

Survey Plat submitted: ____ Yes ____ No

SRA Septic Permit submitted (Authorization to Construct Letter): ____ Yes ____ No

(Sabine River Authority Texas 409/565-2273)

Name of Builder/Contractor/Trailer Transport: _____

Address: _____

Phone: _____

Property Owner _____

Signature – I agree to the above conditions.

Date Permit Submitted: _____ Date Approved: _____ Date Completed: _____

Architectural Review Committee Chairperson _____

APPROVED _____

DENIED _____

REASON FOR DENIAL:
