

Pine Harbor Estates Association

P.O. Box 831

Onalaska, TX 77360

Architectural Control Committee Building Plan Review Application

Applicant:_____ **Street Address:**_____

Mailing address:_____

Phone #:_____ **Email Address:***_____

*The inclusion of an email address authorizes the Architectural Review Control Committee (ARC) to use email for official response to this request.

The Declaration of Covenant, Conditions and Restrictions (deed restrictions) for Pine Harbor Estates specifies that all improvements as defined in the deed restrictions must be approved in writing by the ARC before improvements begin. To assist in your compliance with the restrictions, complete this form and submit it with your plans and specifications for the proposed improvements.

The application will not be considered complete without the following items.

1. A plot plan or survey showing the location and dimension of all existing and proposed improvements.
2. Structural design, exterior elevations, materials and integration into existing structure of all improvements are described.
3. Estimated time frame for completion of project:_____.
4. Copy of Polk County building permit if required.
5. Copy of Trinity River Authority (TRA) permit if applicable.
6. Name and number of construction manager if applicable.
7. I attest that this structure will not be for business use and is for personal use only:_____(owners initials).

Circle the approval being requested:

New construction	Exterior remodel increasing footprint of structure
Storage shed	Garage
Deck/porch	Fence
Dock, bulkhead	Installation of a mobile home
Inground pool	Other:

Note: Routine repair and maintenance of existing structures do not normally require an ARC application.

No construction may start until all required documents and approvals are submitted and the POA has issued a Notice to Proceed (NTP) letter.

Work cannot commence before 7:00am and must stop by 7:00pm.

Describe project here or submitted additional documents:

I certify that the above information is an accurate representation of the proposed improvements and that the work conforms to Pine Harbor deed restrictions. I understand the construction is not to begin until approval in the Notice to Proceed has been received from the Pine Harbor POA via the ARC.

The property owner is responsible for compliance with all property line boundaries and restrictions. The ARC has permission and authority to enter the property to make inspections as deemed necessary.

Owner/Application Signature and date _____

For ARC committee use:

Date submission received:

Approved: yes or no

Approved with described stipulations:

Denied for cause:

Denied for insufficient information:

ARC Chair Signature and date: _____