

TWIN HARBORS PROPERTY OWNERS ASSOCIATION (THPOA)

274 Valleyview Drive
Onalaska, TX 77360-6011
Tel: 936-646-2242
Email: twinharbors@eastex.net
Website: www.TwinHarborsLakeLivingston.com

TWIN HARBORS BUILDING PERMIT APPLICATION

General Instructions:

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

1. Obtain the document "Twin Harbors Deed Restrictions That Govern Building Permits." This document can be obtained from the THPOA website (see above) or by contacting the Office Manager who works on Saturdays from 8:00 a.m. to 4:00 p.m. This document gives a complete explanation of the building requirements and the interpretation of relevant Deed Restrictions. This summary provides you with the criteria by which your application will be approved or denied.
2. This THPOA Permit is required before you can receive an approved Building Permit from the City of Onalaska and a copy of this approved THPOA Permit must be submitted to the City of Onalaska or you will not get their approval.
3. After receiving the City of Onalaska Permit, a copy of the approved City of Onalaska Permit must be mailed to THPOA at the above address.
4. The date of your application will be the day it is received by the Office Manager.
5. Your application will be approved or denied by the Board of Directors at the monthly meeting which is the 2nd Saturday of each month. You are invited and encouraged to attend this meeting at 9:00 a.m. with this permit or mail it earlier to the address above.
6. For piers, bulkheads, and boat houses. All that is required is a permit from Trinity River Authority (TRA), and if applicable, the Corps of Engineers in some instances.
7. The property owner is responsible for damages caused by your construction vehicles to Twin Harbor's roads. By signing this Permit, the property owner agrees to restore any damage to the roads to the original condition of the roads before construction began.
8. You must obtain a 911 address before getting this permit: **Call 936-327-6826.**
9. **A Porta Potty is required when construction commences on a new home.**

TWIN HARBORS REQUEST FOR A BUILDING PERMIT:

Date received by Office Manager or presented to the Board: _____

Property Owner's Name: _____

Property Owner's Address: _____

911 Address for property: _____

Property Owner's Phone Number: _____ Cell # _____

Lot Location: Section _____ Block _____ Lot(s) _____

Description of structure to be built, remodeled, or installed. Include the following in your description:

Type of Structure: _____

Exterior Materials and Finish: _____

Roof Material: _____

Type of Foundation: _____

City Permit: Does this construction require a City of Onalaska Building Permit:

- Yes _____ No _____
- If yes, you agree to mail to the THPOA a copy of the City of Onalaska Building Permit after you receive it.
- If no, explain why: _____

Building Location: You must provide a valid plot map or a hand drawing of your property with the location of the proposed structure showing that the structure is behind all relevant building lines. Note: the building lines are the surveyor's lines on the plat and not the side of the road. Attach plot map, drawing, or surveyor's plat to this document.

Structure Size (square footage): _____. Provide evidence such as drawings, plans, etc. to substantiate the structure's square footage. Submit architect's drawings if available.

Conformity and Harmony of Exterior Design: Describe in the provided space below how your proposed structure will conform and be in harmony with the exterior design of the existing structures in the subdivision and any other structures presently on your property:

My signature below on the application indicates that all information provided in this permit is true and accurate. If not, I agree to stop construction and obtain a new permit or permission to proceed from the Board of Directors. I understand that the property owner is responsible for the cost of road repairs caused by vehicles used in this construction and also construction of piers, bulkheads, and boat houses, and will abide by all the above rules, Bylaws, and Deed Restrictions.

Property Owner's Signature

Date

Date you plan on starting construction: _____

Note: Exterior construction must be completed within three months after starting on the construction.

THPOA ARCHITECTURE COMMITTEE:

Recommended Approval: _____

Recommended Disapproval: _____

Arch. Comm. Signature: _____

Arch Comm. Signature: _____

THPOA BOARD ACTION:

Permit is Approved: _____

Permit is Denied: _____

If denied, reasons:

Board Member Signature #1 (two required)

Board Member Signature #2

Date

ATTACH DRAWING, PLATS, DRAWING, ETC. HERE:

Note: You must attach a plat or hand drawing showing the 20-foot and the 5-foot building lines. Note that the 20-foot building line is 20 feet from the front of your property line, not 20 feet from the street. The 5-foot building line is on the side of your property.

Your permit will not be approved unless you show the Association that the building complies with the above paragraph.