



Permit Checklist

New Housing, Additions and Modifications

The ACC will not consider your application unless all items below are completed and included in your application. Please read and complete all items in the package. Be sure that the completed application package is received by the TCPPOA Office at least 48 hours prior to the ACC meeting.

- ☐ Completed, signed Construction Application Permit form
- ☐ Plat showing property lines, setbacks, improvements, and the location of the proposed construction
- ☐ One copy of any construction plans
- ☐ Materials; specifications and details
- ☐ Floodplain Determination Letter of Exemption issued by Jackson County
- ☐ Development Permit issued by Jackson County (if applicable)
- ☐ OSSF Permit issued by Jackson County (if applicable)
- ☐ Any additional information listed in the Requirements for New Housing, Additions, and Modification form
- ☐ Signed, dated New Housing, Additions, and Modifications Requirements form
- ☐ Permit Fee \$125.00 New Home (check if applying for new home)
- ☐ Permit Fee \$50.00 Addition & Modifications (check if applying for add-ons or mods)

Signature

Date

Tri-County Point Property Owners' Association

Requirements

New Housing, Additions, or Modifications

Please read, sign, and attach to the Construction Permit Application

No materials to be used in construction thereof shall be allowed to remain on a lot for more than 30 days prior to construction or after completion of construction, nor will construction be started until the permit application has been approved. I agree that if any construction is begun without a valid permit having been issued and conspicuously displayed on the property, noncompliance fees will be assessed, and the matter may be turned over to the TCPPOA attorney for legal remedy and that I will be liable for attorney fees, court costs, and other applicable fees. I hereby grant reasonable access to my property by members of the TCPPOA Architectural Controls Committee to determine compliance and progress until such time as the project is completed.

The construction of a house, either site-built or modular in the TCPPOA, or any modifications or additions, requires a permit. This includes the addition of rooms, decks, stairways, garages, and enclosing the space below houses built on stilts or pilings. The purpose is to ensure that all restrictions and requirements of the subdivision have been met and that all required governmental permits and approvals have been acquired.

The exterior of any new home must be completed within 180 days of permit date.

To apply for approval, please submit the following:

1. One copy of a survey plat with dimensions showing the following:
 - a. the lot number(s) and the 911 street address
 - b. the property lines and easements
 - c. the location of the house and any other proposed construction
 - d. the location of the water line to the house
 - e. the location of the septic system and drain field or spray heads (if applicable)
 - f. the location of any existing improvements
2. One full copy of the construction plans and specifications. These are available from your contractor and must include:
 - a. the actual plans to be used in construction
 - b. details and dimensions of foundations, footings, or pilings
 - c. specifications of any exterior materials
 - d. specifications of roofing materials
3. One copy of the fully completed Construction Permit Application package.

4. One copy each of any required permit from any government agency, County, State, or Federal. This includes, but may not be limited to:

- a. Approved OSSF issued by Jackson County (if applicable)
- b. Floodplain Development Determination Letter, issued by Jackson County
- c. Development Permit, issued by Jackson County (when applicable)

5. Written plans for the provision of sanitary facilities (portable toilet) for workers during construction and for appropriate containers for building debris and trash.

Restrictions for Construction:

- 1. No more than one (1) single family residence may be built on any one lot. No duplexes, rooming houses or similar building shall be permitted.
- 2.. A culvert must be installed prior to any other construction.
- 3. No house may be constructed or covered with tarpaper, metal, or any other material other than that customarily used for the erection of a house.
- 4. If metal roofing is used, it must be of at least 26 gauge or equivalent.
- 5. All houses shall have a minimum of 600 square feet of heated/cooled living area, not counting stoops, porches, and so forth. Each section in TCPPOA has different specifications on sq footage minimums & are as follows:

Sec One: Single Family Residence (**SFR**) MINIMUM 700 sq ft living space; Lots 3 thru 14 Block-D SFR MINIMUM 900 sq ft living space; Mobile Home Lots (**MHL**) Block B Lots 15 thru 22 MINIMUM 600 sq ft living space.

Sec Two: **SFR** MINIMUM 700 sq ft living space; **MHL** Block A Lots 30 thru 52 MINIMUM 600 sq ft living space.

Sec Three: **SFR** MINIMUM 700 sq ft living space; **MHL** Lots 240 thru 288 & lots 302 thru 378 MINIMUM 600 sq ft living space

Section Four: **SFR** MINIMUM 900 sq ft living space; **SFR** Lots 12 thru 35 & lots 226 thru 280 MINIMUM 1200 sq ft living space

Section Five: **SFR** MINIMUM 700 sq ft living space

Section Six: **SFR** MINIMUM 700 sq ft living space

Section Seven: **SFR** MINIMUM 700 sq ft living space

Section Eight: **SFR** MINIMUM 700 sq ft living space

6. All construction must be of new material, except stone, brick, or other materials used for an antique decorative effect if the ACC approves such use.

7. All building shall be completed on the exterior within six months (180 days) after permit approval. 'Completed' is defined that all outside walls porches, steps, painting, and driveways will be completed, an approved septic system is installed and operational, the surrounding ground is leveled and cleaned up, and the building has received two coats of paint.

8. No house shall be occupied while in the process of construction or until completed on the outside.

9.If the house has a wood or siding exterior, it must have at least two (2) coats of high-quality paint or stain applied to it, except where rough cedar siding is used.

10. No building shall be located nearer than twenty (20') feet from exterior from any side lot line, nor nearer than twenty (20') feet of rear lot line, nor nearer than forty (40') to the front lot line in **Sections 1 & 2**. No building shall be located nearer than five (5') feet from any exterior side lot line, nor nearer to the rear lot line than fifteen (15') feet, nor nearer than forty (40') feet to the front lot line in **Sections 3 through 8**. Interior easements between adjacent lots are disregarded when two or more lots are the property of one owner.

11. The Architectural Controls Committee reserves the right to approve or disapprove of the following per Tri-County Point Property Owners Association's Restrictions, Covenants & Conditions for Sections 1 through 8.

The TCPPOA and ACC are responsible only for ascertaining that our building restrictions are met. TCPPOA and ACC make no warranty, implied or otherwise, regarding structural/design strengths. I hereby grant reasonable access to my property by members of the Architectural Control Committee for progress assessment until the project is completed.

Signature of Property Owner

Section: _____ Lot #: _____

9-1-1 Street Address

_____/_____/_____
Date

ACC Member Initials _____ Date received: ____/____/_____

CONSTRUCTION PERMIT APPLICATION

Tri-County Point POA

14 County Road 480

Palacios, Texas 77465

Phone: 361-972-3998 Email: ARC@tricountypoa.com

To be completed by the property owner or designee. Completed Construction Permit Application packages must be submitted at the TCPPOA Office no less than 48 hours prior to the ACC meeting at which they will be considered. Meeting will be held every 1st & 3rd Wednesdays of each month.

Applications **WILL NOT be reviewed without a Jackson County Flood Plain Determination.**
Failure to provide one will delay any possible approvals.

Check All That Apply

New Home Build \$125.00 ☐ Manufactured Home \$125.00 ☐ Storage Building \$125.00 ☐ RV \$125.00 ☐

Carport/RV Cover/Awnings \$125.00 ☐ Variance \$75.00 ☐ Improvement/Addition \$50.00 ☐ Fence \$25.00 ☐

Culvert \$50.00 ☐ Permit Extension \$25.00 ☐

Property Owner(s) _____

Sec # _____ Lot(s) # _____

9-1-1 Address: _____

(Contact Golden Crescent Regional Planning Commission, 911 Department at 877- 917-3911 or 361-578-1587 to obtain your 911 address. The ACC will not review your permit application without this information.)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Alternate Phone: _____

☐ Check box if you wish to opt in for text communication

Email address: _____

Proposed Construction: _____

Describe the improvements to be made and attach detailed plans and specifications, a plat plan & a list of materials, including samples of paint, siding and/or brick color. If more room required, attach a separate page.

New home or addition square footage: _____ Approx. start date: ____/____/____

Contractor Name: _____

Address: _____

Phone #: _____ Email address: _____

RV, Travel Trailer, Motorhome detailed description:

Do not forget to include photos of all four sides of unit

As a Member of the Association in good standing and current on all dues, fees, and obligations, I hereby apply for a Construction Permit from the Tri-County Point POA Architectural Control Committee. I hereby state that I have read and am familiar with the Deed Restrictions of the subdivision and agree to abide by all requirements as set forth in the Restrictions, Conditions and Covenants of Tri-County Point POA and the requirements and policies promulgated by the TCPPOA Architectural Controls Committee.

I understand that I am responsible for any construction debris, and I have informed my contractor he is to keep such debris, and any of his equipment, off any property not owned by me. I understand that I am responsible for damages to the property of others or to TCPPOA property or ditches and rights-of-way caused by my contractor. A suitable trash receptacle and sanitary station are required to be on all construction sites.

If I do not abide by the Deed Restrictions, and if corrective action is not taken when requested, I understand and agree that I will be assessed non-compliance fees for each infraction and will be responsible for all attorney fees, court costs, and other damages and expenses incurred by TCPPOA that may be necessary to enforce compliance; & may be subject to this permit being revoked & all work halted until violation is corrected & resubmitted to the ACC for approval.

The Architectural Control Committee reserves the right to approve or disapprove the following, per the Deed Restrictions.

Article 2.1 subsections (a & b)

Article 2.2. subsections (a-f) for new home construction

Article 2.3 subsections (a-f) mobile homes

Article 2.4 subsections (k) culvert requirements prior to lot use, (m) detached building requirements

I understand that I am responsible for all required permits from County, State, or Federal agencies and I agree to furnish copies of these permits to the TCPPOA Office.

In the event that I cover my culvert or water line, I understand that I am solely responsible for all replacement and repairs should it become necessary for TCPPOA to remove the covering and that they are not responsible for any damages to culverts or grounds. I am responsible for all costs incurred.

All Construction Permit Fees Must be Attached

CONSTRUCTION MUST BE COMPLETED WITHIN 180 DAYS OF APPROVED START DATE

I agree that if any construction is begun without an approved permit having been issued and placed conspicuously on the property, non-compliance fees will be assessed, and the matter may be turned over to the CCPOA attorney for legal remedy and that I am fully liable for all attorney fees, court costs, and any other applicable fees. I hereby grant reasonable access to my property by members of the Architectural Control Committee for progress assessment until the project is completed. Construction must be completed as approved. Any changes in the approved application must be submitted for approval prior to construction.

Signature of Property Owner(s)

Date

This section to be completed by members of the Architectural Controls Committee

ACC _____ Approved ____ Denied ____ Date _____

ACC _____ Approved ____ Denied ____ Date _____

ACC _____ Approved ____ Denied ____ Date _____

Comments: _____

The TCPPOA Architectural Controls Committee is responsible only for ascertaining that our building restrictions are met. We make no warranty (implied or otherwise) concerning structural or design strengths.

Back of Lot

Outline of Lot



Side of Lot



Side of Lot



Front of Lot