



## Permit Checklist

### Culverts

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 scheduled ACC meetings every 1<sup>st</sup> & 3<sup>Rd</sup> Wednesdays of the month.

- ☐ Completed, signed Culvert Permit Application
- ☐ A scaled drawing showing property lines, easements, improvements, and the location(s) of the proposed culvert(s)
- ☐ Materials; specifications and details
- ☐ Signed, dated Culvert Requirement form
- ☐ Permit Fee \$50.00

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Signature

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Date

**TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION**

**14 County Road 480, Palacios, Texas 77465**

**Tel. No. 361-972-3998 \* Fax No. 361-972-0309**

**Email: [ARC@tricountypoa.com](mailto:ARC@tricountypoa.com)**

*PLEASE READ, SIGN & ATTACH TO COMPLETED CONSTRUCTION APPLICATION*

**Culvert Requirements**

Return application by CERTIFIED MAIL WITH RETURN RECEIPT to the address above OR HAND DELIVER to the Tri-County Point POA office with application fees.

Property Owner Name(s): \_\_\_\_\_

Phone #: \_\_\_\_\_ email address: \_\_\_\_\_

Property Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

911 Address: \_\_\_\_\_

Contractor Name \_\_\_\_\_ Contact # \_\_\_\_\_

It is required by the Deed Restrictions that any homeowner considering improvements to their property must make application for approval from Architectural Controls Committee.

Relative to any application submitted to the ACC, the Lot Owner(s) shall be required to make advance payment to the Association for an administrative fee to offset the Association's costs of reviewing the application and accompanying plans and specifications submitted, regardless of whether any such application is approved or denied/disapproved. Boca Chica deed restrictions require that, prior to use of your lot, the owner must install an all-weather driveway 20 feet wide from the edge of the street to the edge of the front line. This driveway shall contain a drainage culvert not less than 15 inches in diameter and not less than 20 feet in length.

To maintain and/or improve the efficiency of our drainage system, the TCPPOA Architectural Controls Committee now requires a permit to be issued for the driveway as described above. No construction can be started until the permit application has been approved.

Any construction that is begun without a valid permit having been issued and conspicuously displayed on the property will be in non-compliance and penalty fees will be assessed. The matter may also be subject to further actions and subjecting you to possible attorney fees, court, and other applicable fees. Reasonable access to your property by members of the TCPPOA Architectural Control Committee is hereby granted to determine compliance and progress until such time as the project is completed.

This signed Culvert Requirement form must be accompanied by:

1. A completed Construction Permit Application package showing all materials and installation methods.
2. One copy of a scaled drawing showing property lines, easements, and the location and width of culverts and driveways.
3. Current with all POA fees and dues

**Approved materials:** (specify your choice)

1. Commercial grade galvanized steel ☐
2. Plastic pipe with ribbed exterior and smooth interior ☐
3. Other, please describe \_\_\_\_\_

Minimum length of culvert is twenty (20') feet (not including any apron.) Minimum inside diameter of round culvert is fifteen (15") inches, unless otherwise specified by TCPPOA.

**Installation Specifications**

Culverts and any extensions must be buried to a depth that allows the complete drainage of ditch water without obstruction. The minimum depth is three (3") inches or as otherwise determined the TCPPOA Architectural Controls Committee.

Culverts must be covered with a minimum of four (4") inches of approved material by the TCPPOA Architectural Controls Committee. Culvert ends must be no closer than five (5') feet to any property line.

- I understand that Tri-County Point Property Owners Association's ACC requires three signatures for improvement applications and will act upon this request at next meeting. Meetings held on 1<sup>st</sup> & 3<sup>rd</sup> Wednesdays of every month.
- I agree not to begin improvements until I pick up my permit and post permit in my yard.
- I understand that all work must be completed within 180 days from the approval date, unless otherwise stated.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ By: \_\_\_\_\_

ACC: \_\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ Incomplete \_\_\_\_

ACC: \_\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ Incomplete \_\_\_\_

ACC: \_\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ Incomplete \_\_\_\_