



**PARK HARBOR PROPERTY OWNERS ASSOCIATION**  
**ARCHITECTURAL REVIEW COMMITTEE**  
**CONSTRUCTION APPLICATION**

***This Application is for*** any Improvement, defined as any new construction or construction of any type other than normal maintenance/repair which in any way alters: (a) the exterior appearance, including the removal, of any structure or appurtenance of every type and kind located on any property which is subject to the terms of the Amended and Restated Bylaws of Park Harbor Property Owners Association and Sixth Amended and Restated Restrictions for Park Harbor Subdivision, and any amendments thereto or (b) drainage easements roadway bar ditches, including drainage and driveway culverts. The Architectural Review Committee is the governing body for the review and approval of all external Improvements of any nature (including any modification, remodel, and new construction). As such, if you have a question about how or if this Application relates to your situation, please contact a member of the Architectural Review Committee.

Date: \_\_\_\_\_  
 Property Owner's Name(s) ("Applicant(s)": \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

This Application is being submitted for the approval of Construction Plans related to an Improvement on the property located at (Park Harbor street address) \_\_\_\_\_ (Block/Lot) \_\_\_\_\_. The Applicant(s) agrees to provide the Architectural Review Committee (the "ARC"), at the time of submitting this application to the extent possible, the following (altogether referred to as "Construction Plans"):

- all plans and specifications; insurances certificates; and permits related to the proposed Improvement;
- any and all documents designed to guide or control the construction or erection of the proposed Improvement, including (if applicable) detailed plans, construction drawings, and/or photos of the proposed work, to include elevation; a lot plat or drawing showing location of the project with lot lines, easements, and building set back lines; plans related to excavation, grading, drainage, and septic system; basic materials list to include exterior wall material, type of roofing, and driveway materials; and
- any other facts and information which, in the ARC's sole discretion, it deems relevant to the approval of the Application.

**Construction may not commence unless and until the ARC has approved the Construction Plans in writing.**

This application will not be considered complete and will not be considered for approval until all Construction Plans have been submitted and any fees assessed, as determined by the ARC, have been collected.

**PROJECT SUMMARY**

Type of alteration proposed (circle):    New Construction    Remodel    Extension    Demolition

Type and purpose of alteration (circle):    House    Garage/Car Port    Storage Building    Driveway    Boat Dock  
    Fence    Retaining Wall    Other: \_\_\_\_\_

Materials to be used: Description: \_\_\_\_\_  
 \_\_\_\_\_ (circle):    New    Used

Paint color or finish to be used, if applicable: \_\_\_\_\_

Estimated Starting Date: \_\_\_\_\_                      Estimated Completion Date: \_\_\_\_\_

Primary Contractor Name: \_\_\_\_\_                      Telephone Number: \_\_\_\_\_

**CONSTRUCTION CONDITIONS & REQUIREMENTS**

Please refer to the Amended and Restated Bylaws of Park Harbor Property Owners Association; the Sixth Amended and Restated Restrictions for Park Harbor Subdivision, and any amendments thereto (the "Declaration"); and the Park Harbor Architectural Review Committee Charter for requirements regarding covenants, conditions and restrictions related to property ownership, building requirements for the Park Harbor Subdivision, and processes related to this application. These documents can be obtained at [www.parkharborpoa.com](http://www.parkharborpoa.com) or will be provided upon request. The Applicant(s) certifies that they have read the applicable portions of each document that refers to construction or modification of a property. INITIAL \_\_\_\_\_

I, the undersigned Applicant(s), understands and agrees to the following construction conditions and requirements.

1. Neither I nor any contractor will begin any construction or site preparation on this project until written approval has been given by the ARC and all applicable fees have been paid.
2. Construction will be in accordance with Construction Plans approved by the ARC. Should significant changes or modifications become necessary or desirable, I will submit such to the ARC for approval. Deviation from approved Construction Plans, including the materials specified therein, will invalidate approval by the ARC.
3. The proposed improvement will comply fully with the Declaration.
4. My contractors and services companies have restricted hours of working on-site from 8:00 a.m. to 6:00 p.m. Monday through Saturday. Certain federally recognized holidays, as determined by the ARC, may be work-restricted. Emergency access for service or repair is allowed at any time.
5. Because the allowed on-site work hours are within the time frame that entry gates are open, I will not provide the gate code to any contractor or service personnel working in Park Harbor without the consent of the ARC.
6. I will submit to the ARC a Certificate of Insurance of the primary contractor as proof of general liability insurance.
7. I will obtain all necessary approvals and permits as required by state, regional, and local authorities, and any other governing body (e.g. Tarrant Regional Water District ("TRWD"), Henderson County Development Office).
8. I will submit to the ARC evidence that a state certified engineer for septic and sewer systems has been contracted for the purpose of obtaining or initiating a septic permitting application with TRWD.
9. The ARC, at its option, may access my property and inspect all work in progress to ensure compliance with approved Construction Plans.
10. I will be liable for any and all damages to neighboring properties, in addition to any and all damages, as determined by the ARC, to roads, gates, rights of way, drainage, or common areas of Park Harbor, caused by me or my contractors and/or their employees, suppliers, delivery contractors, or any other person employed or associated with me that is involved in this project.
11. Violation of any part of this agreement may invalidate the approval of the Application and/or subject the Applicant to fines and penalties assessed by the Park Harbor Board of Directors.

Upon receipt of all information required in this Application and that which may be further requested by the ARC, the ARC shall have thirty (30) days in which to review said plans and provide a written response to the Owner.

**The approval of this Application or any inspection of the project by the ARC, or any member or representative of the ARC, shall not be deemed approval from the standpoint of structural safety, engineering soundness, or conformance with building codes or other codes/permits.**

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

<b>For ARC Use Only:</b>	
Approval Signature: _____	Date: _____
Disapproval Signature: _____	Date: _____