

APPLICATION DATE _____ RECEIVED BY _____ PAID YES / NO



**Holiday Villages of Medina
APPLICATION FOR BUILDING PERMIT**

<p align="center">MEMBER INFORMATION (ONLY A MEMBER IN GOOD STANDING MAY MAKE APPLICATION)</p> <p>NAME: _____</p> <p>MAILING ADDRESS: _____ _____</p> <p>TELEPHONE: _____</p> <p>EMAIL: _____</p> <p>PROPERTY LOCATION: ADDRESS: _____ PR _____</p> <p>SECTION: _____ LOT(S) _____</p>	<p align="center">Application Fee is \$35 non-refundable</p> <hr/> <p>PERMIT MUST BE OBTAINED FOR ALL IMPROVEMENTS, INCLUDING PORCHES, DECKS, DRIVEWAYS, FENCES, AND ADD-ON OF ANY KIND WHICH CHANGES THE EXISTING LAYOUT OF THE PROPERTY STRUCTURES.</p> <p>ANY DEVIATION FROM THE SPECIFICATIONS CITED IN THIS APPLICATION AND ITS ATTACHMENTS INVALIDATES THIS APPROVAL.</p> <p>Mail completed form to: HVMPOA 234 PR 1501 Bandera, TX 78003</p>
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As per Subdivision Restrictions Paragraph 2: **“Subject to the provisions of numbered paragraphs 8 and 9 hereof, all lots hereunder are restricted to use for single family residential purposes only, and no building shall be erected or maintained thereon other than a private residence (minimum floor area of 750 square feet), a tool storage building (minimum floor area of 30 square feet and maximum floor area equal to 25% of the floor area of the residence erected or maintained on such lot), a private garage and a private boathouse for the sole use of the purchaser of such lot.”** _____ (initial)

Additionally, as per Subdivision Restrictions Paragraph 2: **“No lot hereunder may be used as a residence or for permanent dwelling use unless a residential structure complying with these restrictions has been place or constructed on such lot and unless such structure has been connected to sewage disposal facilities complying with all provisions, rules, regulations and requirements of governmental bodies and agencies having jurisdiction.”** _____ (initial)

Prior to the placement of any/all single-family structures on any lot, a foundation consisting of at least 6” in thickness using road base and/or concrete is required to be in place. _____ (initial)

Prior to the delivery of said approved structure, the lot needs to be clearly marked indicating the exact placement of the structure. _____ (initial)

Application is hereby made for approval of the following improvements on the above-described property. _____ (initial)

Applicant agrees that construction cannot commence until this application has been paid in full and approved by the ACC. Improvements will be constructed/installed according to descriptions, plans and drawings submitted herewith and will comply with all Subdivision Restrictions. Applicant understands that approval of this application is void if construction and/or installation is not commenced within eight (8) months from approval date and is void if not completed as to exterior finish and appearance within six (6) months from commencement date or within sixty (60) days after a mobile home is moved onto a lot. Applicant further agrees to maintain said improvements after construction/installation in accordance with all Subdivision Restrictions. _____ (initial)

**APPLICANT MUST FURNISH A SITE PLAN FOR ALL IMPROVEMENTS
SHOWING SIZE AND SETBACK DIMENSIONS**

PERMANENT DWELLING

As per Subdivision Restrictions, Paragraph 2: **“Minimum floor area (excluding porches, decks, garages, etc.) is 750 square feet. Maximum height is two (2) stories. If you have a cabin with a loft, the ceiling height of the loft must be 7' in order for it to be considered as square footage. Setback rules are shown on the attached Site Placement Drawing.”**

Site-Built

A set of plans and specifications that include a floor plan, site placement drawing and exterior finishes are required.

Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Siding Material: _____ Finish: _____ Color: _____

Roofing Material: _____

Contractor Name: _____ Phone: _____

Mobile Home

As per Subdivision Restrictions, Paragraph 8: **“(a) that the HUD-code manufactured home or modular home shall be no more than approximately five (5) years old at the time it is place on the property.”** You must submit two (2) pictures of the Mobile Home with this application. The delivered building minimum floor area is **750 square feet**.

Dimensions: _____ Sq. Ft.: _____ Year of Mfg. _____

Type of Foundation: _____ Roofing Material: _____

Siding Material: _____ Finish: _____ Color: _____

Underpinning Material: _____ Finish: _____ Color: _____

Contractor Name: _____ Phone: _____

Prefabricated Cabin

As per Subdivision Restrictions, Paragraph 3: **“(i) no used existing building or structure of any kind and no part of a used existing building or structure shall be moved onto, place on, or permitted to remain on any lot.”** You must submit two (2) pictures of the Prefabricated Cabin with this application. The delivered building minimum floor area is **750 square feet**.

Dimensions: _____ Sq. Ft.: _____ Year of Mfg. _____

Type of Foundation: _____ Roofing Material: _____

Siding Material: _____ Finish: _____ Color: _____

Underpinning Material: _____ Finish: _____ Color: _____

Contractor Name: _____ Phone: _____

_____ (initial)

GARAGE (if not attached to dwelling)

Minimum size is 12'X20'. Must be on a solid foundation such as concrete or caliche that will support the weight of a vehicle and must have overhead or double doors and be wide enough to accommodate an automobile. A garage may not be used for overnight accommodations or sleeping quarters. Plumbing and plumbing fixtures are not allowed in garages.

Site-Built Only

New materials are required for on-site construction and must be completed within thirty (30) days. The exterior of the structure must be painted within sixty (60) days after completion. A set of plans and specifications that include a floor plan, site placement drawing and exterior finishes are required.

Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Siding Material: _____ Finish: _____ Color: _____

Roofing Material: _____

Contractor Name: _____ Phone: _____

CAR/RV PORT / DRIVEWAY AND CULVERT

Minimum size is 12'X20'

Car/RV Port Site-Built

New materials are required for on-site construction and must be completed within thirty (30) days.

Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Frame Material: _____ Roof Material: _____ Color: _____

Contractor Name: _____ Phone: _____

Car/RV Port-Storage Building Combination Site-Built

New materials are required for on-site construction and must be completed within thirty (30) days.

Overall Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Storage Building Dimensions: _____ Sq. Ft.: _____

Frame Material: _____ Roof Material: _____ Color: _____

Siding Material: _____ Finish: _____ Color: _____

Contractor Name: _____ Phone: _____

DRIVEWAY AND CULVERT (If only doing this..No Building Permit fee)

As per Subdivision Restrictions Paragraph 3: "Culverts for driveways on lots shall be a minimum of twenty feet (20') in length, a minimum of fifteen inches (15") in diameter and may be made of any material approved for use for this purpose by Medina County." Site placement drawing must be submitted.

Dimensions: _____ Driveway Material: _____ Culvert Material: _____

Contractor Name: _____ Phone: _____

_____ (initial)

WORKSHOP / STORAGE BUILDING

As per Subdivision Restrictions, Paragraph 2: **“There shall be permitted, on any lot hereunder, a private residential structure (minimum floor area of 100 square feet) if used in conjunction with a HUD-code manufactured home or modular home.”**

Prefabricated Building

As per Subdivision Restrictions, Paragraph 3: **“(i) no used existing building or structure of any kind and no part of a used existing building or structure shall be moved onto, place on, or permitted to remain on any lot.”** You must submit two (2) pictures of the Prefabricated Building with this application.

Dimensions: _____ Sq. Ft.: _____ Year of Mfg. _____

Type of Foundation: _____ Roofing Material: _____

Siding Material: _____ Finish: _____ Color: _____

Underpinning Material: _____ Finish: _____ Color: _____

Contractor Name: _____ Phone: _____

As per Subdivision Restrictions, Paragraph 2: **“a tool storage building (minimum floor area of 30 square feet and maximum floor area equal to 25% of the floor area of the residence erected or maintained on such lot)”**. The structure may not be used, either temporarily or permanently, as a dwelling. Therefore, a storage building may not be used for overnight accommodations or sleeping quarters. Plumbing and plumbing fixtures are not allowed in storage buildings.

Site-Built

New materials are required for on-site construction and must be completed within thirty (30) days. The exterior of the structure must be painted within sixty (60) days after completion. A set of plans and specifications that include a floor plan, site placement drawing and exterior finishes are required.

Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Siding Material: _____ Finish: _____ Color: _____

Roofing Material: _____

Contractor Name: _____ Phone: _____

DECK OR ENCLOSED PORCH

Deck

New materials are required for on-site construction and must be completed within thirty (30) days.

Dimensions: _____ Sq. Ft.: _____

Type of Foundation: _____ Construction Materials: _____

Contractor Name: _____ Phone: _____

Enclosed Porch

New materials are required for on-site construction and must be completed within thirty (30) days.

Dimensions: _____ Sq. Ft.: _____ Type of Foundation: _____

Construction Materials: _____ Enclosure Material: _____

Contractor Name: _____ Phone: _____

_____ (initial)

FENCE

As per Subdivision Restrictions Paragraph 5: “fences shall be permitted to extend to the boundary lines of all lots and/or tracts hereunder, Residential type fencing materials such as wood or chain link fencing are allowed. Hog wire or chicken wire fencing is not allowed.



Chain Link Fence
Height _____



Wood/Welded Wire Fence
Height _____



Wood Privacy Fence
Height _____



Picket Fence
Height _____



Steel Pipe Fence/ Welded Wire
Height _____



Mountain Cedar Fence/Welded Wire
Height _____

Contractor Name: _____ Phone: _____

SWIMMING POOL / SPA

Dimensions: _____ Sq. Ft.: _____ Year of Mfg. _____

Type of Foundation: _____ Roofing Material: _____

Siding Material: _____ Finish: _____ Color: _____

Underpinning Material: _____ Finish: _____ Color: _____

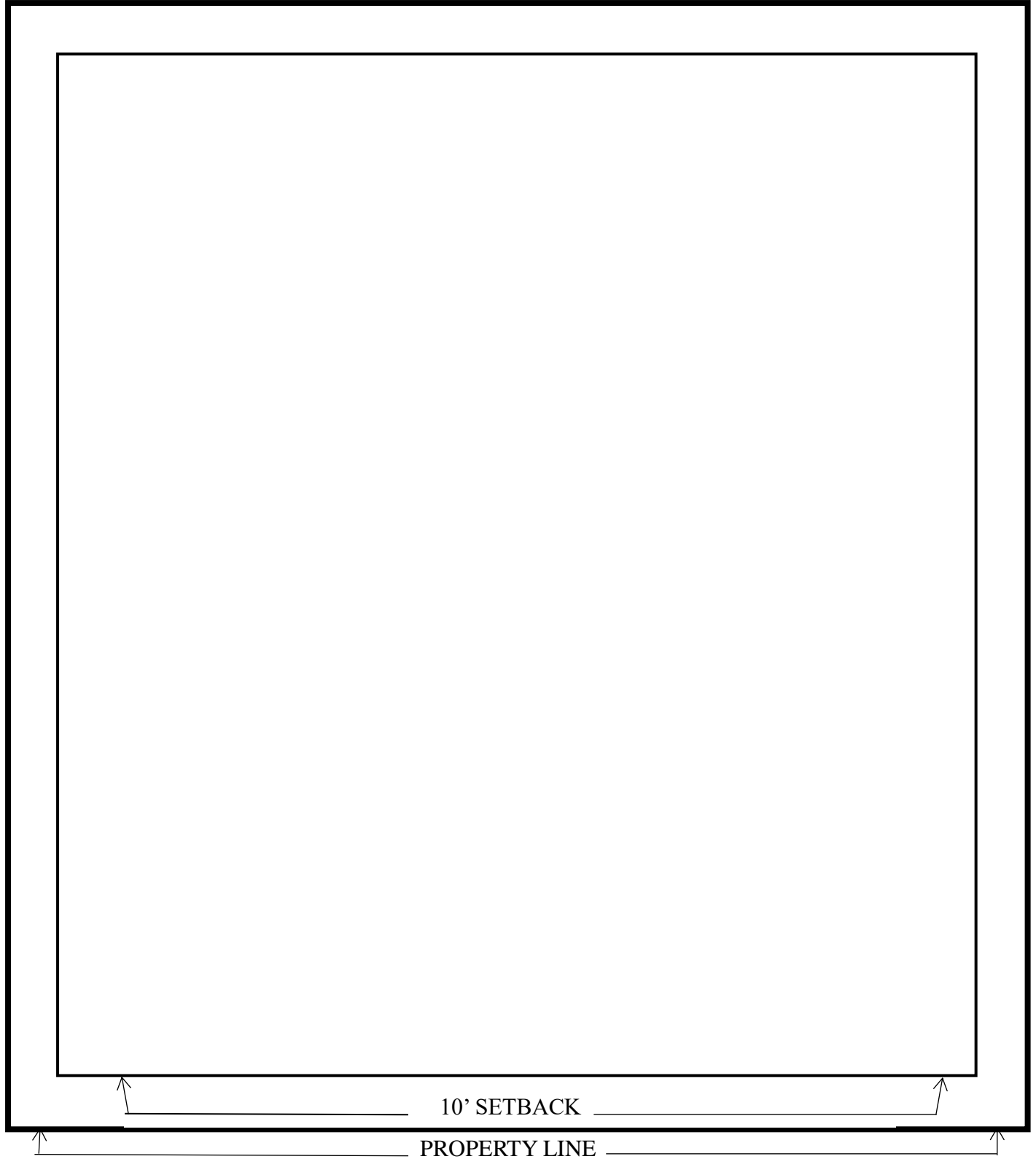
Contractor Name: _____ Phone: _____

Any such swimming pool/spa requires an enclosure that must comply with all applicable state and local safety requirements. All new and replacement swimming pool/spa enclosures must be submitted to the Association for review using the application process provided to property owners. No work may be initiated until written approval is provided to the property owner from the Association.

• Pools are required to comply to Texas State Laws. _____ (initial)

SITE PLACEMENT DRAWING (Scale 1" = 15')

SHOW DISTANCES FROM ALL IMPROVEMENTS TO PROPERTY LINES
SETBACK RULES: Building: 10' (ft) Front/Side/Back lines (Permanent Dwellings)



STREET

PRIVATE ROAD

INITIAL

STATEMENT OF COMPLIANCE AND INTENT

I certify that the information provided in this application is true and correct and that I have read, understand, and will comply with the Holiday Villages of Medina Subdivision Restrictions. I understand that I may not begin any Construction without having secured and paid for an Approved Building Permit. I understand that this application must be submitted by close of business day on the Friday prior to the next Architectural Control Committee meeting and that an incomplete application may cause delay in the approval process. As the member I am responsible for all work performed by my authorized contractor and for removal of all construction debris.

WARNING: If Applicant fails to comply with this application and/or the Subdivision Restrictions, Applicant will remove any partially completed improvements and any other improvements on the property that do not comply with the Subdivision Restrictions. If Applicant fails to remove such improvements within thirty (30) days after written notice, Applicant agrees that the Owners Association may remove same, and Applicant will reimburse all costs of removal.

(NOTE-PERMIT EXPIRES 8 MONTHS FROM DATE OF APPROVAL OR 6 MONTHS FROM START OF CONSTRUCTION)

PROPERTY OWNER SIGNATURE(S):

_____	_____	_____
Property Owner Name	Property Owner Name Signature	Date
_____	_____	_____
Property Owner Name	Property Owner Name Signature	Date

ARCHITECTURAL CONTROL COMMITTEE ACTION

The checked box is the decision of the Architectural Control Committee under authority granted in the dedicatory instrument of the Holiday Villages of Medina Owner Association.

- APPROVED Subject to final inspection and acceptance**
- DISAPPROVED, REASON:**

NOTES:

ARCHITECTURAL CONTROL COMMITTEE:

_____	_____	_____
Member Name	Member Signature	Date
_____	_____	_____
Member Name	Member Signature	Date
_____	_____	_____
Member Name	Member Signature	Date

FINAL INSPECTION DATE: _____ **COMPLETED** **EXPIRED**