

APACHE SHORES PROPERTY OWNERS ASSOCIATION

CATEGORY I

GROUND FLOOR, SINGLE-STORY ADDITIONS, & ALTERATION ENLARGEMENTS IN EXCESS OF 400 SQ. FT. (16 FT. MAX. HEIGHT LIMIT FROM THE GROUND)

All items must be included or the application will not be accepted

Three (3) copies of each document must be included

- _____ 1. Building Permit Application
- _____ 2. Site Plan – Property survey or drawing showing easements, setbacks, location of septic, **drainage flow**, all structures, driveways, patios, location of utilities, retaining walls and fences.
Copies of recorded plats available through Travis County or Miller Blueprint Company
- _____ 3. Complete set of Building Plans to conform to adopted International Residential Code (IRC). Showing:
 - Location of plumbing fixtures (show location of Water Service and Septic Service)
 - Electrical Plan (show location of Electric Service)
 - Means and size of egress for doorways and window sizes
 - Exterior materials and finishes
 - Structural framing and/or truss lay-out with specifications for beam sizing and placement.
- _____ 4. Engineered Foundation Plans
- _____ 5. MECheck/RESCheck (Energy Efficiency Calculations)
- _____ 6. Manual J. Report (HVAC sizing calculations)
- _____ 7. On-Site Sewage Facility Permit **and** Construction Drawings
OR
Permit application with paid receipt **and** Construction Drawings.
- _____ 8. Permit Bond with ASPOA as Insured in the amount of \$5,000
- _____ 9. Permit Fee (\$275.00) Paid
- _____ 10. Capital Improvement Fee (\$500.00) Paid
- _____ 11. Refundable Deposit (\$2,000.00) Paid

Present **ALL** Items to ASPOA

Before any permit will be reviewed all maintenance fees, assessment fees, and violation fines on all properties owned by member must be current.

This application is processed by an outside Apache Shores assigned contract service. Should an application submittal have incomplete information, missing or incorrect items, or not meet current building codes the applicant may be subject to an additional fee by the contract service for re-review.

Signed: _____

Date: _____