



18956 Freepoint Dr, Suite A, Montgomery, TX 73356

New Home Application Approval Process Overview

Per Deed Restrictions, the ACC is to process applications to a Final Committee Disposition within 60 days.

- 1) Initial Review (Up to 1 week)**
Review of application and supplemental documents to ensure Submittal checklist completion. (An application in necessary for EACH improvement)

- 2) Preliminary Review (Up to 2 weeks)**
The Architectural Control Committee reviews the application package and determines if the proposed project is within the Deed Restrictions and Construction Guideline & Requirements. As well as, determines if additional documents are required.

- 3) Final Review (Up to 2 weeks)**
The Architectural Control Committee reviews the application package to the property. Verifies that project is within the Deed Restrictions and Construction Guideline & Requirements

- 4) Form Survey Approval – New Home Applications Only (Up to Business 2 days)**
Applicants shall provide a form survey (prepared by a registered surveyor) depicting foundation forms on the lot at least two (2) business days **PRIOR TO POURING.**
Review Foundation Requirements Pages 11-12. Failure to submit the survey prior to concrete pour will result in deposit forfeiture & possible project suspension.

- 5) Refund Request (Up to 2 weeks)**
The Refund Request form is to be submitted AFTER ALL WORK IS COMPLETED.
Review Page 12 - Section V. Recordkeeping, to insure all REQUIRED Documents and be provided to the ACC. Refunds will not be approved without proper documentation.

Once Refund is requested the Architectural Control Committee will verify the work to application. Refund Request can be submitted on the website, in Person, Fax, or Mail.

Applications must be submitted by 4PM Tuesday before the ACC meeting.



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New-Home Construction Application Checklist

Please check off all items after completion to application acceptance.
Incomplete application packages will not be accepted.

Pages 2-7 are to be submitted
(The remaining pages are for your reference)

Approval Process Overview - Page 1

Application Checklist - Page 2

New Home Application - Pages 3-4

Drainage Statement Form - Page 5

Submittal Checklist - Page 6

Deposit Refund Request Form - Page 7

**To Be Submitted when Construction is Completed*

Please **Initial** below to indicate that you have **read, understand & accept** the
Covenant & Conditions and the Construction Requirements & Guidelines.

ACCC Policies & Procedures - Page 8 Builders Owners
(Keep for your Reference)

Construction Requirements - Page 9-12 Builders Owners
(Keep for your Reference)

Drainage Requirements - Page 13-14 Builders Owners
(Keep for your Reference)

Landscaping & Aerobic Requirements - Page 15 Builders Owners
(Keep for your Reference)

Waterfront Placement Requirements - Page 16-17 Builders Owners
(Keep for your Reference)



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New-Home Construction Application (Page 1 of 2)

Property Owner Information	
Property Owner:	App#
Construction Address:	For NH-ACC Legal #:
Billing Address:	
Owners Phone #(s):	Date:
Owners Email:	
<p>The ACC Committee will email application status updates via email. <input type="checkbox"/></p> <p>Indicate below if you prefer a different method of communication.</p> <p>Check box if you DO NOT want application status updates via email.</p>	

Contractor/Builder Information	
Builder Name:	
Builder Address:	
Builder Phone & Fax:	
Builders Email:	
<p>The ACC Committee will email application status updates via email. <input type="checkbox"/></p> <p>Indicate above if you prefer a different method of communication.</p> <p>Check box if you DO NOT want application status updates via email.</p>	

The undersigned Owner(s) & Builder (hereinafter referred to as "Applicants") hereby request Grand Harbor Architectural Control Committee (ACC) approval to construct a new home, as well as other improvement, in accordance with the Plans, Drawings, & Specifications submitted with this Application. Applicants represent & agree as follows:

a) Applicants have read & understand the designated GH Section's "Declaration of Covenants, Conditions & Restrictions of Grand Harbor" (CCR - also commonly referred to as the Deed Restrictions) & the herein attached "New-Home Construction Requirements & Guidelines" (CRG) applicable to the above described property & state that the improvements will be made in full compliance with such CCR & CRG.

b) Applicants understand & agree that, with ACC approval of this application as represented, if the agreements or representations made by the Applicants are not correct & complied with, the ACC will suspend, or revoke & rescind its approval of this Application & Application Processing Deposits will be forfeited.

c) Applicants will provide a Montgomery County Building Permit & a permit from the San Jacinto River Authority (SJRA) showing the approval of the design of the aerobic system to be installed. Also the Applicants shall obtain additional SJRA permits, as well as ACC approval, for construction of bulkhead, dock, pier, etc. on lakefront lots.

d) Applicants will not begin clearing the lot or start any other construction, other than culvert installation, until all plans are approved & have received official notification of such via approval letter from the ACC.



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New-Home Construction Application (Page 2 of 2)

- e) Applicants will ensure all Subcontractors, Architects, Engineers, Special-purpose Staff, etc., have had access to the attached Regulations, Specifications & Standards prior to the initiation of construction. Applicants understand the ACC will NOT approve any variance due to owner, builder or subcontractor neglect or mistakes, architect, design, or survey mistakes, or inattention to the details associated with attached Requirements & Guidelines.
- f) Applicants (Owners) represent that, to the best of their knowledge, they are GHPOA members in good standing at the time of application submittal, i.e., they are not in arrears in the payment of annual maintenance dues, or currently do not have open or unresolved CCR violation action(s) against the identified property. If there are any charges, fees, or fines outstanding, they will be paid in full prior to the ACC review process continuing.
- g) Applicants shall provide a form survey (prepared by a State-of-Texas registered surveyor) depicting foundation forms on the lot at least two (2) business days **PRIOR TO POURING THE FOUNDATION** (See Requirements & Guidelines section). Failure to submit the survey prior to concrete pour will result in deposit forfeiture & possible construction suspension.

SPECIAL NOTICES:

The Community Reserve Fee is applied to New-Home Construction Applications. Applicants are **additionally responsible for any damage to the roadway immediate to the construction site**, when caused by construction activities. Failure by the Builder to adequately repair a damaged local roadway will result in forfeiture of deposits listed in this application to the level of GHPOA estimated repair costs. Pre-construction roadway photos will be on file for reference.

The ACC & the GHPOA have no obligation & are not legally liable, in the approval of any improvement or modification to any improvement, from the standpoint of safety, adequacy of intended function, whether structural or otherwise, or improvement conformance to established building codes, or other governmental laws or regulations. Applicants are strongly encouraged to engage the services of professional tradesmen or licensed inspectors to validate the design & actual fabrication of the improvement (or its functional parts) during the course of construction & at completion.

If this application is disapproved by the ACC, the Applicant may appeal to the GHPOA Board of Directors. All decisions of the GHPOA Board of Directors are indisputably final.

_____ Property Owner (signature)	_____ Property Owner (signature)
_____ Property Owner (printed)	_____ Property Owner (printed)
_____ Builder (signature)	_____ Builder (signature)
_____ Builder (printed)	_____ Builder (printed)

Incomplete Applications WILL NOT BE ACCEPTED.

Builder Signature:	Date:
Owner Signature:	Date:

Review Drainage Requirements on Pages 13-17

The managed drainage flow pattern shall parallel the side property lines. Also, the natural drainage flow shall not be compromised during construction.

All water flow from the property shall be contained within the physical boundaries of the property until it reaches a common drainage area during & after construction.

Please provide a drawing & an explanation of how you plan to carry out the drainage plan. (gutters, underground drains piped to common drainage areas, swales, etc.)

Applicants Drainage Statement

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New Home SUBMITTAL CHECKLIST

	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Applicant	Owner Name: _____ Property Address: _____							
ACC NH-	Office POA-ACC	APPLICATION - All Signatures & Initials Included & No Outstanding Dues/Fees <input type="checkbox"/> <input type="checkbox"/>							
		COMPLETE HOME PLANS - Including Mailbox Drawing or Photo <input type="checkbox"/> <input type="checkbox"/>							
		SITE PLOT PLANS <input type="checkbox"/> <input type="checkbox"/> At least an 18X24 Certified Site/Plot plan to scale, w/ surveyors seal & signature. Location & dimensions of structures, with building lines and utility/drainage easements. (Waterfront-Pg16)							
		MINIMUM FINISHED Sqft: <input type="checkbox"/> <input type="checkbox"/> GH Section 1-8 & HS 1st Floor _____ 2nd Floor _____ Total _____ One Story: 2,000 SqFt Two Story: 2,150 SqFt (1st Floor => >1450 SqFt) GH Section 9 & Up One Story: 2,500 SqFt Two Story: 2,750 SqFt (1st Floor => >1750 SqFt) GH Section 13 One Story: 2,800 Two Story: 3,000 (1st Floor => >1900 SqFt)							
		SAMPLES - Paint color, samples of stone, brick & roof shingles - (Please provide Pictures) <input type="checkbox"/> <input type="checkbox"/>							
		CALCULATED MASONRY: <input type="checkbox"/> <input type="checkbox"/> % _____ Calculate % of masonry (brick, stone, stucco) VS non-masonry (wood, hardy plank) Section 13=100% masonry & tile roof; section 15=90%; all others 80%.							
		LANDSCAPING PLAN (Front & Back) - (See Page 15 for Requirements) <input type="checkbox"/> <input type="checkbox"/>							
		SEPTIC PLAN & PERMIT - (See Page 15 for Requirements) <input type="checkbox"/> <input type="checkbox"/>							
		DRAINAGE PLAN & STATEMENT (See Pages 5 & 13-14 for Requirements) <input type="checkbox"/> <input type="checkbox"/>							
		CULVERTS - Safety Slopes Req in Sec 2-4 & HS Size Per ACC: _____ diam x 16ft Length <input type="checkbox"/> <input type="checkbox"/>							
		SOIL REPORT - (See Page 11 for Requirements) <input type="checkbox"/> <input type="checkbox"/>							
		ENGINEERED FOUNDATION PLAN (Signed) - (See Page 11 for Requirements) <input type="checkbox"/> <input type="checkbox"/>							
		BUILDING PERMIT - Building Permit from Montgomery County (or City of Conroe if applicable) <input type="checkbox"/> <input type="checkbox"/>							
		BUILDER INFORMATION - (Insurance Certificate-Minimum \$1Mil, Resume and Subcontractor List) <input type="checkbox"/> <input type="checkbox"/>							
		FEES & REFUNDABLE DEPOSITS - (Checks will NOT be cashed until Application is Approved) <input type="checkbox"/> <input type="checkbox"/>							
		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: right;"> Non-Refundable Fees Processing Fee Community Reserve Fee \$1 x Total SqFt Total Sqft = Total Foundation Sqft + 2nd Floor Air Conditioned Space Total Foundation Sqft = Living Area + Porches/Patios + Garage Total Non-Refundable Fees: </td> <td style="width:50%; text-align: left;"> Refundable Deposits Form Survey Deposit Clean Up/ Compliance Deposit Total Refundable Deposits </td> </tr> <tr> <td style="text-align: right;">\$600.00</td> <td style="text-align: left;">\$500</td> </tr> <tr> <td style="text-align: right;">\$5,500</td> <td style="text-align: left;">\$5,000</td> </tr> </table>		Non-Refundable Fees Processing Fee Community Reserve Fee \$1 x Total SqFt Total Sqft = Total Foundation Sqft + 2nd Floor Air Conditioned Space Total Foundation Sqft = Living Area + Porches/Patios + Garage Total Non-Refundable Fees:	Refundable Deposits Form Survey Deposit Clean Up/ Compliance Deposit Total Refundable Deposits	\$600.00	\$500	\$5,500	\$5,000
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DEPOSIT REFUND REQUEST

This Refund Request is to be submitted AFTER ALL WORK IS COMPLETED. Once Refund is requested the Architectural Control Committee will verify the work to application. Refund Request may be submitted in Person, Fax or Mail to Grand Harbor POA.

Date:	Application #:
Owner:	Property Address:
Builder:	Original Depositor:
Refunds will be made to the original Depositor only. The contact person identified below will be contacted if Pick Up is the preferred delivery method. <i>Refunds can take up to 21 days after Requested.</i>	
Preferred Delivery Method: <input type="checkbox"/> Pick Up Refund Check <input type="checkbox"/> Mail Refund Check	
Contact Person:	Phone:
Mailing Address:	Email:

ACC DISPOSITION – For ACC Use ONLY

<input type="checkbox"/>	Soil Compaction Report - Submitted before foundation steel is placed.
<input type="checkbox"/>	Foundation/Pier Inspection - Submitted prior to placing concrete.
<input type="checkbox"/>	Form Survey - Submitted prior to placing concrete.
<input type="checkbox"/>	Engineer's Affidavit - Submitted prior to commencement of framing.
<input type="checkbox"/>	Refund APPROVED Date: _____
<input type="checkbox"/>	Refund DENIED Date: _____
Conditions / Notes:	
Member Signature:	
Member Signature:	
Member Signature:	



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ARCHITECTURAL CONTROL POLICIES & PROCEDURES (Page 1 of 1)

POLICY

The GHPOA Board of Directors (BOD) recognizes the need for & continued use of Committees which are essential, resident-staffed groups formed with specialized functionality & assigned duties & activities directed toward the betterment of the Grand Harbor Subdivision. In that context, it follows that all "Architectural Improvements" to properties within the Grand Harbor/Harbor Side Subdivision are to be overseen by an "Architectural Control Committee" (ACC) established through GHPOA Bod Resolution. The ACC is to perform its duties & responsibilities as delineated in the official "Declaration of Covenants, Conditions & Restrictions of Grand Harbor," (CCR) for all Subdivision Sections of various origination dates.

Committee members volunteer to serve on the ACC. When placed on an official BOD meeting's agenda, after recognition & discussion, the committee members are appointed to serve open-ended terms, with their names recorded in the proceedings' minutes. In order to remain functional over time, the ACC is to be composed of not less than three (3), or more than five (5) members, all current holders of GH/HS property. The conduct of ACC business is in a defined, organized fashion. All properly-submitted property-owner applications for improvement are to be promptly disposition by majority member votes that are duly recorded & reported out of the Committee. Timely written notification to the applicants, on the status of their improvement requests, is essential to a well-functioning ACC.

PROCEDURE

The following are procedural steps for the application & review of requested property improvements in Grand Harbor & Harbor Side Subdivision & their eventual approval or rejection. Property Owners intending to implement an architectural improvement should obtain an application package, either in hard copy from the GHPOA Office or downloaded from the GHPOA Website (Ref: "Main Menu" entry labeled "Architectural Control" at: <http://grandharborpoa.com>). GH/HS Subdivision improvements are in one of three categories, with a tailored application package for each: New Home Construction Improvement (NHCI), Boat Slip & Bulkheading Construction Improvement (BSBHCI), "Other" Improvement (OI).

A. All improvements must be requested via a complete, legible application form, properly signed, & be accompanied by the required deposits & fees (listed in the application), along with the documentation cited in the form as necessary for the ACC's review & approval. The ACC is not obligated to accept an application that is missing any of the listed items. Architectural-improvement-request application forms should be submitted to the GHPOA Community Coordinator during normal business hours: Grand Harbor POA (Attn: ACC) 18956 Freeport Drive, Suite A, Montgomery, TX 77356.

B. Per the Deed Restrictions, the ACC is to process all applications to a final committee disposition within 60 days. ACC failure to act within this period constitutes de facto application approval. If the application is approved by the ACC, the applicant can proceed with the improvement on the date it is disclosed. If the ACC disposition is for disapproval, the reason(s) will be clearly cited in notification correspondence; applicant will be notified by phone or email, with an ACC letter following.

C. In accordance with Section 209 of the TX Property Code, an Applicant is entitled to appeal to the GHPOA Bod (i.e., specific Bod Meeting Agenda Item) all ACC Improvement disapprovals, at which time the Board will render its "first & final" decision. The GHPOA must hold this hearing in less than 30 days after the date the board receives the owner's request for a hearing & shall, in return, notify the owner of the date, time, & place at least 10 days before the actual date of the hearing.



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CONSTRUCTION REQUIREMENTS (Page 1 of 4)

- 1) Inspections: The GHPA highly recommends the applicant(s) to have a Qualified Inspector in the Builder's employ to perform inspections at the proper construction points. Qualified Inspector is an independent third-party Licensed Architect, Registered Structural Engineer, or Building Inspector certified by the "International Conference of Building Officials" or the "Southern Building Code Congress International." "Independent third party" means a person other than the Builder, Owner, Employee who performed all or a portion of the work, Officer, or Director of any construction-performing entity, or a member of their immediate families.
- 2) A temporary plastic construction fence must be installed along each side, front, & rear property lines before construction begins & will remain throughout the construction.
- 3) No owner or contractor may enter onto a lot adjacent to the building site for ingress/egress to his lot during or after construction. If ingress/egress is temporarily required on an adjacent lot, approval from the lot owner must be anticipated & a written release filed with the improvement application. All lots adjacent to the building site shall be kept free of any trees, underbrush, trash or other building materials during construction of the residence.
- 4) All tree stumps, trees, limbs, underbrush & any other debris, removed from the lot for construction of the residence, must be removed & hauled out of the subdivision prior to starting construction. Burning is not allowed in the subdivision.
- 5) No fill, including foundation fill, shall be placed or maintained on any lot nearer to the front, rear, side or street side lot building setback line as shown on the plat or nearer to the property line than the minimum building setback lines listed in the recorded the CCR's for each section unless a deviation is approved by the ACC.
- 6) All concrete contractors shall wash their trucks out on the building site where the concrete is being poured & not on adjacent lots or in the streets & ditches.
- 7) All building sites shall be kept clean & materials stored in an orderly manner. A four-sided trash receptacle will be maintained for construction lumber scrap/debris, paper, drink container, etc., & the builder or his construction manager will be responsible for assuring that it is so used.
- 8) No trash, materials or excess dirt is allowed in the street or ditches. Any such trash, materials or excess dirt or fill inadvertently spilling or getting into the street or ditches shall be removed, without delay, on a daily basis.
- 9) All vehicles belonging to work crew will either be parked on the lot where the construction is occurring or on the same side of the street. No vehicle will block a driveway, view of oncoming traffic or be parked on a neighbor's driveway without obtaining permission of the property owner prior to construction.
- 10) A temporary electrical pole will be installed by the Builder prior to construction & maintained until the permanent connection to the house is made.
- 11) Port-a-can facilities must be provided at all job sites when site clearing starts & maintained in place until construction is completed. Port-a-can must be placed on the lot, not in the street or ditches.
- 12) Approved construction times are 7:00 am to 7:00 pm Monday through Saturday. **Construction is PROHIBITED on Sundays and Holidays.**



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CONSTRUCTION REQUIREMENTS (Page 2 of 4)

- 13) All concrete poured must contain at least 4 1/2 sacks of cement per cubic yard of concrete.
- 14) Driveway slopes cannot extend past the building line if extended to the asphalt.
- 15) No driveway concrete may encroach over any side building line on any lot.
- 16) Culvert & slopes for driveway may be installed prior to construction.
- 17) Safety Slopes are required in Sections 2, 3, & 4 of Grand Harbor, & along Harbor Side Blvd & Grand Harbor Blvd. Culvert sizes are available at the POA office. Builder/Owner is responsible to maintain ditch flow.
- 18) All property owners will be responsible to maintain & control all erosion caused by residential construction. Erosion Control Management includes either properly installed sod or properly installed erosion control blankets with silt fencing & grass seed.
- 19) The POA will be monitoring for violations & assessing fines for at least the following: *Fines will increase with repeated violations; each instance will be fined individually.*
 - a. Lack of Port-o-Can facilities on job sites.
 - b. Lack of dumpsters or authorized trash receptacles on job sites--unkempt job site.
 - c. Lack of construction & silt fencing on job sites.
 - d. Mud, nails & dirt in streets.
 - e. Indiscriminate dumping of wash-out concrete in any unauthorized area.
 - f. Lack of builder's response to provide proper yard drainage.
 - g. Improper maintenance of drainage ditch, and improper installation of a driveway culvert that does not maintain water flow.
 - h. Food/drink containers littering streets, ditches, construction site, & right of ways.
 - i. Consumption of alcohol on worksite.
 - j. Ingress & egress across ditches.
 - k. Crossing adjacent properties without written approval from the property owner.
 - l. Burning of trash or construction remnants on-site.
 - m. Blocked street by workers; impeding homeowner & emergency vehicle movement.
- 20) New-Home Construction must implement construction site housekeeping as follows:
 - a. Site-clearing subcontractors must remove all debris & broom clean the street immediately after clearing. The site-clearing subcontractor will immediately reinstall all silt fencing properly & also repair & replace vegetation & trash fencing except for the driveway area.
 - b. Trucking companies hauling building pad fill will remove all dirt in the street upon completion, broom clean the street, retrench for the silt fence & properly reinstall silt & trash/vegetation fencing.
 - c. Concrete subcontractors/finishers will remove all dirt & concrete from the street & broom clean the street immediately after concrete placement. The concrete contractor/finisher will immediately retrench & properly install all damaged silt & vegetation fencing. Concrete subcontractors/finishers & concrete suppliers will be responsible for washing equipment & discharging waste concrete at a site designated by the builder for whom they are employed. The discharge site must be on the construction site property or property owned by builder.



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CONSTRUCTION REQUIREMENTS (Page 3 of 4)

- d. Grading subcontractors will remove all dirt & debris in the street immediately upon completion. The grading contractor must broom clean the street after rough & final grade. The grading contractor will also immediately & properly reinstall all silt & vegetation fencing after rough grade.
- e. Landscapers will remove all containers, gravel, mulch, etc. Landscapers will remove all dirt & broom clean the street. Landscapers shall not place vegetation, sod scraps, or containers on adjoining vacant or occupied lots.

21) One Builder's Business Sign, in compliance with the GH Sign Policy/Procedure, is allowed. Sub-contractor signs will be removed without notice & held for Owner/Builder retrieval.

22) FOUNDATION REQUIREMENTS

I. Authority:

The Grand Harbor Deed Restrictions, Article IV, Section 4, Minimum Construction Standards, give the Architectural Control Committee (ACC) the authority to promulgate, from time to time, minimum construction standards which are binding upon all property owners. This Policy is considered a "minimum construction standard" and supersedes any previous documentation regarding Foundation Construction in Grand Harbor.

II. Codes: Construction of a Residence shall conform to the version of the International Residential Code (IRC) that is applicable in the City of Conroe. As of August 1, 2014, the applicable code is the **IRC 2009**.

III. Foundation Documents Required: For submission of EITHER a New-Home or "Other" Improvement Construction Application The following documents must be submitted for *any* New-Home Construction Improvement Application or "Other" Improvement Construction Application that includes construction of a foundation greater than 200 sqft:

1. A Site-specific Soil Report: The builder shall submit a Soil Report, written by a Professional Engineer licensed in the State of Texas, for the specific lot on which the new home will be constructed. The soil Report shall include the legal description and/or street address for the lot on which the soil test borings were made. The soil report shall bear the stamp and signature of the professional engineer performing the soils tests and calculations.

2. An Engineered Foundation Plan: All Foundation plans submitted to the ACC shall be engineered by a Professional Engineer licensed in the State of Texas. The foundation plan shall bear the stamp and signature of the Professional Engineer of Record. The foundation plan shall reference the site-specific soil report (see above) used for the foundation calculations, including the name of the testing laboratory, report number and date.

IV. Inspections, Surveys and Reports:

The following Inspections, surveys and reports shall be performed during construction of the foundation pad and the foundation and provided to the ACC:

1. Soil Compaction Report: If the Engineered Foundation Plan of the Soil Report requires that the foundation pad be compacted to a standard, such as ASTM D698, the builder shall have the pad tested by a qualified testing company in accordance with the cited standard. The builder shall request a written report of the testing results. The builder shall not proceed with construction of the foundation until the compaction standard has been met.



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CONSTRUCTION REQUIREMENTS (Page 4 of 4)

2. **Form Survey:** After the foundation forms have been set, the builder shall contact a registered surveyor to perform a form survey. If the foundation form is found to be outside the building lines, all work shall cease until the form is correctly placed and re-surveyed.
3. **Inspection of Drilled Piers:** If the foundation design requires that piers be drilled, the Engineer of Record, or his designated representative, shall inspect the pier borings and steel installation to ensure they meet his requirements *before* the concrete is placed. The engineer shall provide a written inspection report.
4. **Foundation Inspection:** The Engineer of Record, or his designated representative, shall inspect the foundation and steel placement to ensure that it meets his requirements *before* concrete is placed. The engineer may, at his discretion, attend the placement of concrete. The engineer shall provide a written inspection report.
5. **Engineer's Affidavit:** The Engineer of Record shall review all the reports and inspections to verify that the foundation was constructed according to his design and specifications. If the foundation was constructed according to the foundation plan, the Engineer shall provide an affidavit, bearing his stamp and signature, which states that the foundation was constructed according to his design and specifications.

The builder shall not commence framing the structure until the engineer's affidavit has been delivered to and accepted by the Grand Harbor ACC.

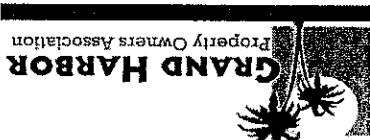
V. Recordkeeping:

The ACC shall maintain a record of all inspections, surveys and reports. The builder shall submit copies of the above documents to the Grand Harbor POA according to the following schedule:

- **Soil Report** – Submitted with the construction application.
- **Engineered Foundation Plan** – Submitted with the construction application
- **Soil Compaction Report** (if required) – Submitted before foundation steel is placed.
- **Form Survey** – Submitted prior to placing concrete.
- **Foundation/Pier Inspection** – Submitted prior to placing concrete.
- **Engineer's Affidavit** – Submitted prior to commencement of framing.

VI. Builder Compliance:

When the foundation has been completed, the builder shall verify that all recordkeeping documents have been delivered and accepted by the ACC. The builder may request a letter verifying that all of the foundation documents have been received and accepted by the ACC. If the builder fails to provide *all* of the required documents, he shall be considered "**not in good standing**" by the ACC and will be ineligible to continue building in Grand Harbor until the deficiencies are corrected.



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I. Authority:

Texas State Statute, Water Code, Title 2, Subtitle B, Chapter 11, Sect. 11.086: Overflow Caused by Diversion of Water, prohibits diversion of the "natural flow of surface water" if it "damages the property of another."

The Grand Harbor Deed Restrictions, Article IV, Section 4, Minimum Construction Standards, give the Architectural Control Committee (ACC) the authority to promulgate, from time to time, minimum construction standards which are binding upon all property owners.

This is considered a "minimum construction standard" and supersedes any previous documentation regarding Drainage in Grand Harbor.

II. Codes:

Construction of a Residence shall conform to the version of the International Residential Code (IRC) that is applicable in the City of Conroe. As of August 1, 2014, the applicable code is the IRC 2009.

III. Foundation and Pad:

Grand Harbor Deed Restrictions, (Article III, Section 7) requires all foundations to "be a minimum of eight inches above finished grade of the lot at the foundation perimeter."
The International Residential Code (IRC), Chapter 4 – Foundations, Section R401.3 Drainage, requires property to be graded away from foundation walls, with a minimum slope of 6" within the first 10 ft.

Based on the above requirements, the finished elevation of foundations in Grand Harbor shall be a minimum of fourteen inches (14") above the existing grade to allow for 6" of finish grade slope and 8" of foundation above the finished grade.

IV. Site Drainage Plan:

A Site Drainage Plan must be submitted to the ACC for any New-Home Construction Improvement Application or "Other" Improvement Construction Application.
The Site Drainage Plan must include, as a minimum, the following information on structural improvements:

1. An accurate site plan showing all property lines, the location of the road and, on waterfront lots, the location of the lake relative to the lot.
2. Evidence that the foundation height relative to the existing grade meets both the deed restriction requirements and IRC slope requirements (see above).
3. The placement of the residence and all other structures on the lot.
4. The location of the driveway and any other hardscape.
5. The location/diameter of the culvert(s).
6. The location and height of any retaining walls.



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DRAINAGE REQUIREMENTS (Page 2 of 2)

In addition to the structural improvements, the Site Drainage Plan shall include, as a minimum, the following information on direction or redirection of surface water flow:

1. Either contour lines or arrows showing the direction of water flow across the lot.
2. If swales or berms are used to redirect surface water flow, the width and the depth/height of the swale/berm shall be cited on the plan. For example, a swale would be described as being "3 feet wide and 4" deep at the center." The swale/berm will also have an arrow showing the direction of surface water flow.
3. If a subsurface drainage system is used to redirect water flow, the location and size of all catch basins shall be cited on the drainage plan. The location and diameter of all related pipe systems shall also be cited on the drainage plan.
4. If gutters and/or French drains are used to redirect water flow, the size and location of all piping and drains shall be cited on the plan.

V. Plan Acceptance:

The Site Drainage Plan shall be reviewed for completeness by the Architectural Control Committee (ACC). The committee will either approve or disapprove the plan. The committee may, at their discretion, employ the services of a Civil Engineer, licensed in the State of Texas, to review the drainage plan and advise them on its acceptability.

If the professional engineer recommends additional site work to ensure compliance with state law, the recommendations shall become part of the plan approval and the builder shall re-grade the site according to the engineer's requirements.

The cost of any civil engineering services required by the ACC shall be the responsibility of the property owner.

VI. Builder Compliance:

When the residence or other improvements are completed, the builder shall grade the lot according to the approved Site Drainage Plan.

If the builder fails to properly grade the lot, he shall be considered "not in good standing" by the ACC and will be ineligible to continue building in Grand Harbor until the deficiencies are corrected and accepted by the ACC.



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LANDSCAPING & AEROBIC SYSTEM REQUIREMENTS (Page 1 of 1)

Landscaping Regulations & Requirements

Landscaping & Soil Movement on Improvement Properties "Landscaping" is generally defined as: "The permanent installation/placement of grass sod (or erosion matting containing grass seed) & commercial nursery-raised plants, shrubs, &/or trees, in the immediate vicinity of any property improvement, once improvement construction is completed (especially new-home construction)." Landscaping is required as per official Deed Restriction Article III, Section 20, in part, as follows:

"Section 20. Lot/Yard Maintenance. The front & rear yard of all Waterfront Lots, the front & side yard of all corner lots, & the front & side yard of all other lots shall be landscaped. Such landscaping shall be in accordance with the (Architectural Control) Committee's Standards. The Committee's decision shall be final. Unless otherwise provided for herein, such landscaping is to be completed within three months of the date of occupancy of the dwelling.

Landscaping is essential to enhancing and maintaining the Grand Harbor subdivisions's appearances & shall be implemented in accordance with the following stipulations:

1. Grass Sod Type & Placement: Sod shall be placed around the principal lot dwelling & immediately-adjacent or attached outbuildings, (or large Other Improvements), at least from the dwelling's front elevation to the front roadway's edge (including roadway easement) & around the sides of the dwelling to the immediate side-property lines. Also extending along the side of the dwelling to the end of the back of the dwelling.
2. Landscaping Vegetation Types & Placement: Commercial-nursery-grown (containerized) landscape plants, shrubs, & trees shall be planted in prepared landscape beds, at a minimum, in the immediate vicinity of a property dwelling's front elevation. Side landscape plantings are required only when that portion of the building is viewable from the adjacent roadway. Rear-yard landscaping on waterfront properties shall be in accordance with Deed Restrictions Article III, Sections 15 & 16.
3. Landscaping Plan: In compliance with Deed Restrictions Article III, Section 5(e), at least for new-home & large Other Improvements, e.g., swimming pools, a landscape plan is to be prepared & approved prior to construction, i.e., at the time of the improvements full application submittal to the Architectural Control Committee.

Aerobic System Regulations & Requirements

4. No aerobic system shall be installed or modified until construction plans, specifications, and plot plan are prepared & provided to the ACC that show the location of the system and structures served. All material is to be from the same registered Professional Engineer or Certified Sanitarian. (Ref: CCR Article VIII, Sec. 2)
5. All plans submitted to the ACC must include a copy of the San Jacinto River Authority (SJRA) approval document.
6. The SJRA must yearly receive all maintenance contracts & also approve all subsequent modifications to the Septic System. A licensed Installer must perform initial installation & subsequent modifications.
7. All aerobic septic systems must comply with State Laws & TCEQ regulations governing the installation, operation, & maintenance of Residential Sewage Facilities.



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WATERFRONT PLACEMENT REQUIREMENTS (Page 1 of 2)

Within the Grand Harbor Property Owners Association (GHPOA) "Declaration of Covenants, Conditions & Restrictions of Grand Harbor" (CCR), the most pertinent individual CCR's relative to waterfront properties & the residents' field-of-views are: Article III, Section 6, "Building Location," Article III, Section 15, "Views to & from Lake Conroe," & Article III, Section 19, "Views, Obstructions & Privacy." All proposed waterfront property improvements are to be reviewed against these CCR's & the application approved prior to implementation, thereby ensuring waterfront views (both requestor & adjacent neighbors) will not be significantly compromised.

The GHPOA Board of Directors (BOD) has authority, via CCRs & By-Laws, to direct/restrict an improvement's location. They, in turn, utilize the Architectural Control Committee (ACC) as their agent to review & approve applications or otherwise advise the Board. The following are specific requirements & guidelines on this subject for ACC & Applicant guidance, & BOD consideration in the event of an appeal.

CCR ARTICLE III - Use Restrictions

Section 6. Building Location. "No main residence, garage or carport nor any part thereof shall be located on any lot nearer to the front or rear lot line or nearer to the side street lot line than the minimum building lines as shown on the Subdivision Plat. However, at such times as plans are submitted to the Committee by any owner for approval, the Committee may require that the residence, garage or carport be located at a greater distance from the back lot line than the building line shown on the recorded plat. The Committee has sole approval of the back building line. Since the lots are large, the committee will establish a location on the back building line so that there will be a consistency on house locations. No main residence, garage or carport or any other out building or any part thereof shall be located nearer than 5 feet to any interior side lot line.... For the purpose of this covenant, eaves, steps & open porches shall not be considered as part of the building on any lot to encroach upon another lot"

Section 15. Views to & from Lake Conroe. "Views to & from Lake Conroe are encouraged so that each view can become a positive addition to the environment of the Properties. Except for approved trees, no view obstruction plant material greater than two (2) feet in height shall be permitted on any Waterfront Lot beyond the rear building line without written approval from the Architectural Control Board. Any plant above two (2) feet in height must be removed by property owner, unless approved in writing by the Committee. It is not the intent of these restrictions to remove any existing trees from the Property. The removal of existing trees from lots must be approved by the Committee."

Section 19. Views, Obstructions & Privacy. "In order to promote the aesthetic quality of "views" within GRAND HARBOR & particularly the views of Lake Conroe, the Committee shall have the right to review & approve any item placed on a lot including, but not limited to the following:
a) The location of all windows & type of proposed treatments/exposed window coverings.
b) The probable view from second story windows & balconies & decks (particularly where there is a potential invasion of privacy to an adjoining neighbor).
c) Sunlight obstructions.
d) Roof top solar collectors.
e) Flagpoles, flags, pennants, ribbons, streamers, wind sock & weather vanes.
f) Exterior storage sheds.
g) Fire & burglar alarms which emit lights or sounds.
h) Children playground & recreational equipment.
i) Exterior lights
j) Ornamental statuary, sculpture &/or yard art visible from a street or common area excluding those which may be part of an otherwise approved landscape plan.
k) The location of the Residential Dwellings on the Lot."



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WATERFRONT PLACEMENT REQUIREMENTS (Page 2 of 2)

I. Location of a "New-Home" Foundation on a Waterfront Lot
A new home to be constructed on a GH/HS waterfront lot shall be located as follows:
Absolutely no portion of a New-Home foundation, to be placed on a waterfront lot, shall be located nearer to the waterfront property line than the minimum Building Line on the plat.

II. Location of "Other Improvements" for Existing Waterfront Home

All non-New-Home improvements (a.k.a., Other Improvements) on waterfront properties shall meet certain requirements & guidelines not imposed on interior properties:

Definition: Other Improvements (OI): Any & all construction or installations occurring after completion of an individual New-Home Improvement & not specifically defined/depicted in the originally approved New-Home Site Plan.

A. Absolutely no portion of the OI's volumetric space shall intrude into the property zone between water's edge & section-platted "Building Line," with the following exceptions:

1. Low profile Vegetation, per CCR Article III, Section 15,
2. Walls, Fences, & Hedges, per CCR Article III, Section 16,
3. Swimming Pools per CCR Article III, Section 30

(w/o significant above-grade structural adornments above vegetation),

4. Docks & Boat Slips, per Section III, Section 31.

For Improvements **II.A.1, II.A.2, & II.A.3**, all such Improvements or portions thereof are restricted to a height equal to or less than two (2) feet above "Local Grade."