



## Application for New Home Construction

### OWNERS INFORMATION

Owners Name: \_\_\_\_\_  
Owners Address: \_\_\_\_\_  
Owners Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
Owners Email address: \_\_\_\_\_  
Legal Description of property for new Construction Section: \_\_\_\_ Block: \_\_\_\_ Lot: \_\_\_\_  
Address for New Construction: \_\_\_\_\_

### BUILDER INFORMATION

Builders Name: \_\_\_\_\_  
Builders Address: \_\_\_\_\_  
Builder Contact Person: \_\_\_\_\_  
Builder Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### SUBMISSION FOR NEW CONSTRUCTION HOA APPROVAL MUST INCLUDE:

- \_\_\_ New Construction Impact Fee of \$250
- \_\_\_ Two complete sets of plans (floor plan, exterior elevations, electrical, roof, etc.)
- \_\_\_ Two site plans showing house, driveway, water well location with setbacks and easements
- \_\_\_ Completed Application

(One copy will be returned to the homeowner with approval signatures and one kept by HOA)

### MATERIALS USED (include pictures or samples)

Type of siding:
Type/Color of Brick
Type/Color of Stone
Type/Color/Texture of Stucco
Type/Color Exterior Paint
Type/Color Trim Paint
Type/Color Shutters
Type/Color of Garage Doors
Type/Color of Exterior Doors
Type/Color of Shingles
Brochure of Exterior Fixtures
Type/Color of any decorative Appurtenances
Type/Color of decorative Metal roofs, railings, etc.

### ADDITIONAL INFORMATION

Number of stories (one or two)
First Floor Living Square footage
Total Living Square footage



ADDITIONAL INFORMATION CONT.

Driveway Material
Driveway reinforcement type
Driveway width
Culvert size diameter                      width
Description of any headwalls/bumpers at culvert
Description of any columns

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

By submitting this application and signing below, I understand that the committee will not process the application without a completed form and all requested information. All HOA dues must be current with no outstanding fees or complaints prior to approval. Once approval has been received, homeowner and builder agree to sign scope of responsibility form. In addition, HOA request copies of County permits including septic drawings showing location of all spray fields prior to commencement of construction. This application is for building of new home only, any fencing, pools or other structures must be submitted on separate form for approval. I understand that if I or my builder makes any changes, alterations or deletions to the plans or to the specifications submitted, I will have to resubmit those changes for approval. Failure to do so may result in fines, revocation of approval and potential action to suspend construction.

\_\_\_\_\_  
Owners Signature

\_\_\_\_\_  
Date

**Office Use Only**

Date Application Received: \_\_\_\_\_

Date New Construction Impact Fee Received: \_\_\_\_\_

Date Plans Received: \_\_\_\_\_

Date "More information Need" letter sent: \_\_\_\_\_

Additional information Requested: \_\_\_\_\_

\_\_\_\_\_  
Date application APPROVED or DENIED: \_\_\_\_\_

Review Committee members: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please submit this application and all required items to a member of the review committee or mail to:

KLE HOA ACC  
PO Box 933  
Katy, TX 77492-0933