

<p>2.6 Fence Application Form</p>	<p>Legal description: Village _____ Sec _____ Blk _____ Lot _____ Address: _____ Owner: _____ Phone (Res) : _____ (Day): _____ Fax: _____ Other phone: _____ E-mail: _____ Estimated Start Date: _____ Contractor Company Name: _____ Contractor's Phone: _____ Contractor's Address: _____ Contractor's E-mail: _____</p>
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HOW TO APPLY

1. Complete and sign this application.
2. Please reference The Residential Development Standards for a current list of approved fence styles. Provide a scaled elevation drawing with dimensions, brochure or photographs, for any fence style not shown in The Residential Development Standards.
3. Attach a scaled copy of the property survey noting the location of the proposed improvement. Indicate the height, location and style of proposed and existing fences on the survey. If the survey is greater than 11"x17" a digital copy must be sent.
4. All permits will be emailed. Homeowner email required.
5. Please visit our web site to check the posted agendas of the Plan Review Committee meetings at www.thewoodlandstowship-tx.gov. Submission **does not** guarantee posting on the upcoming agenda.

APPLICANT INFORMATION - PLEASE PROVIDE THE FOLLOWING:	
	Are any trees over 6 inches in diameter as measured 2 feet from natural grade proposed for removal? (yes/no) If yes, how many? _____ Please indicate the location of the trees on the property survey.
	What fence styles are proposed? (see Approved Fence Styles) Fence Style 1: _____ Height : _____ Fence Style 2: _____ Height : _____
	Are there existing fences? (yes / no) Indicate the height, location and style of proposed and existing fences on the survey.
	Fence Specifications: Fencing materials (circle all that apply): brick , metal, galvanized steel posts, cedar, redwood, pressure treated pine, stone, stucco, other: _____ Stain color: _____ Paint color: _____ Sealant color: _____ Brick color: _____ Matches dwelling? (yes / no) Stucco color: _____ Matches dwelling? (yes / no) Rot Board (yes / no) Rot Boards greater than 6 inches may not be visible from an adjoining Street Right-of-Way.
	Will this fence enclose a pool? (yes / no)
	Will the finished side of the fence face outward from the lot toward adjacent property? (yes/no)
	For fencing which encloses a front yard, has an Emergency Access System/K.N.O.X box been provided? (yes/no) Explain: _____

OWNER CERTIFICATION AND HOLD HARMLESS AGREEMENT

1. The information set out above and included with this Application is accurate and complete.
2. The improvements will be completed in accordance with the approved application.
3. The improvements will not affect existing surface water flows at the lot boundaries.
4. Agents or employees of the Woodlands Township have my permission to enter the property during normal business hours.
5. Construction/Installation of the project specified in this application, may not begin until the action by the Plan Review Committee is granted and a permit has been issued by The Woodlands Township's Covenant Administration Department.

Owner understands that the Township does not review plans for compliance with applicable laws or codes, and that it is the duty of the owner and the owner's contractors or consultants to design and construct the proposed improvements according to applicable laws, codes and sound practices. Owner hereby releases and agrees to hold The Woodlands Township, The Development Standards Committee, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements.

Owner Signature	Date	Contractor (Optional)	Date

NOTE: Construction must be completed within 120 days of Plan Approval

(For Office Use Only)

Staff Approval Verification

Date _____ Int. _____ Int. _____

Committee Action _____
 (date)

_____ Approved _____ Deferred
 _____ Conditionally Approved _____ Returned
 _____ Disapproved

Supplemental Action _____
 (date)

_____ Approved _____ Deferred
 _____ Conditionally Approved _____ Returned

Waiver and Release of Liability: Covenants and Easements

Improvements, including but not limited to swimming pools, associated walls, decking, spas, room additions, and summer kitchens may not be located within a covenant easement, additional easement, or beyond a platted building line. Any improvement constructed within an easement without the consent of the easement holder is subject to removal by that easement holder. Any action by the Plan Review Committees as established in the Residential Development Standards, only applies to the Covenant Easements. The owner must contact the additional entities for approval within an easement. Placement of the improvements is at the owner's risk. ALL EASEMENTS, including but not limited to Covenants and Center Point Energy Easements must be verified and reflected on application materials, which includes but is not limited to surveys. Any improvements must comply with all Covenants and Easements.

Homeowner/Contractor Checklist:

- Verify all Covenants and Easements applicable to your property.
- Ensure all Covenants and Easements are represented on your survey and associated materials.
- Clearly mark improvements in relation to the **Covenant Easement**.
- Clearly mark improvements in relation to the **CenterPoint Energy Easement**.
- Ensure all application materials accurately and completely account for these Covenants and Easements.

Owner understands that it is the duty of the owner and the owner's contractors, consultants, and/or agents to design and construct the proposed improvements according to applicable laws, code, and sound practices. In consideration of being able to propose residential improvements, Owner hereby releases, waives, discharges, covenants not to sue, and agrees to hold The Woodlands Township, The Plan Review Committees, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements and to indemnify the releasees and each of them from any loss, liability, damage, claim or demand, or cost on account of the proposed improvements.

Owner Signature	Date	Contractor Signature (optional)	Date
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Refundable Compliance Deposit

Check to be made out to: The Woodlands Township

Owner: _____ Contractor: _____

Address: _____

Legal Description: Village: _____ Section _____ Block _____ Lot _____

The Owner agrees that monies submitted in the sum of \$ _____ is a compliance deposit. The compliance deposit will not be refunded unless the project has met all requirements, including inspections and conditions. Failure to meet these requirements may result in the forfeiture of the entire or portion thereof, compliance deposit. Failure to request the required inspections and complete the project within 120 days of plan approval will result in forfeiture of the entire deposit.

Owner Signature

Contractor Signature (optional)

Date Received: _____ Cash check #: _____ by: _____
Staff Signature

Check request

Forfeiture

Reason for refund and/or forfeiture:

Pay to: _____

Final Inspection Received

App Withdrawn

Other: _____

Total Deposit Received \$ _____

Description: _____

Inspection Fee Paid Out \$ _____

Department: Covenant Administration

Forfeiture Amount \$ _____

Account Code: 100-2310

Total To Be Refunded \$ _____

Reviewed by: _____ date _____

Authorized by: _____ date _____

Accounting Manager: _____ date _____

The Woodlands Township

Compliance Deposit Schedule

Pools and spas, Home/garage construction, garage conversion, room addition, attic conversion, cabanas, etc.*

\$425 base compliance deposit

\$75 for any additional improvements

Examples:

Pool \$425 + fire pit \$75 + pergola \$75 = \$575 total compliance deposit

Room addition \$425 + attic conversion \$75 = \$500 total compliance deposit

Patio covers, pergola/arbor with electric and/or attached to homes, gazebo, etc.*

\$125 base compliance deposit

\$75 for any additional improvements

Examples:

Patio cover \$125 + summer kitchen \$75 + fireplace \$75 = \$275 total compliance deposit

Pergola \$125 + fire pit \$75 = \$200 total compliance deposit

Pergola/arbor with electric and not attached, fire pit, fireplace, summer kitchen, fountain, etc.*

\$75 base compliance deposit

\$75 for any additional improvements

Examples:

Arbor \$75 + fountain/water feature \$75 = \$150 total compliance deposit

Fire pit \$75 + summer kitchen \$75 + pizza oven \$75 = \$225 total compliance deposit

Additional applications requiring inspection, i.e. generators, pool barriers, air conditioning units, outdoor spiral staircases, motorized awnings, etc.*

\$75 base compliance deposit

\$75 for any additional improvements

*This list is not all inclusive. All compliance deposits must be paid by the homeowner, refunds will only be issued to the homeowner. If you have questions on the required compliance deposit, please contact our office at 281-210-3973.