

# BLUE LAKE ESTATES BUILDING PERMIT

## CONTRACTORS' INSTRUCTIONS

**PRIOR TO ISSUING A BUILDING PERMIT, AND BEFORE EITHER TEMPORARY WATER AND/OR SEWER SERVICE WILL BE PROVIDED, THE FOLLOWING ARE NEEDED:**

- ONE (1) SET OF PLANS MUST BE SUBMITTED AND APPROVED BY BLUE LAKE ESTATES PROPERTY OWNER'S ASSOCIATION (BLEPOA).
- PLANS MUST INCLUDE: *PLOT PLAN, ALL FOUR (4) EXTERIOR ELEVATIONS SHOWING TYPE OF ROOF, MASONRY, SIDING, TRIM, LOCATION AND EXTENT OF WORK PROPOSED.* SHOW IN DETAIL THAT ALL WORK WILL CONFORM TO THE CURRENT INTERNATIONAL RESIDENTIAL BUILDING & PLUMBING CODES. (BUILDING CODES)
- NEITHER WATER NOR SEWER SERVICE WILL BE CONNECTED UNTIL ALL PLANS ARE APPROVED.
- ALL NEW CONSTRUCTION MUST CONFROM TO CURRENT BUILDING RESTRICTIONS.
- ANY STRUCTURE REMOVED AND REBUILT MUST CONFORM TO CURRENT RESTRICTIONS UNLESS A PREVIOUS VARIANCE HAS BEEN GRANTED AND FILED WITH THE COUNTY.
- ANY BUILDING VARIANCE REQUEST, IF APPLICABLE, MUST BE ACCOMPANIED WITH A NON-REFUNDABLE CHECK IN THE AMOUNT OF \$1,000 DOLLARS. ADJACENT PROPERTY OWNERS MUST BE NOTIFIED OF VARIANCE REQUEST AND WILL HAVE TEN DAYS TO COMMENT.

## DEFINITIONS

**FEDERAL HOLIDAYS:** The following federal holidays are applicable to the terms of this permit:  
New Year's Day -- Independence Day -- Thanksgiving Day -- Christmas Day

**LCMUD #1 / MUD:** Llano County Municipal Utility District #1 - is a state chartered municipal utility district and operates as a Texas state municipal entity. It is also subject to the rules and regulations of the Texas Commission on Environmental Quality (TCEQ) for water quality.

**BLEPOA / POA :** Blue Lake Estates Property Owner's Association – Association that governs the protective covenants and building restrictions for Blue Lake Estates.

**BUILDING:** (Derived from the 2006 International Building Code) A structure enclosed with exterior walls or fire walls, built, erected and framed of component structural parts, designed for the housing shelter, enclosure and support of individuals, animals or property of any kind. When used herein, "building" and "structure" shall be interchangeable, except where the context clearly indicates otherwise.

## **RULES & RESPONSIBILITIES**

The following **BLEPOA** rules apply to all general contractors operating in Blue Lake Estates:

1. It is the responsibility of the general contractors to keep the immediate area in which they are working clean of building refuse, scraps, paper, cartons, etc., which could be blown or dispersed on adjacent property. A dumpster or its equivalent is required to be on the construction site for all refuse, etc. **No burning on-site is permitted.** Construction materials **MAY NOT** be placed in the dumpsters located at the 3003 Blue Lake Drive, or any other dumpsters located within Blue Lake Estates, other than the contractor's own purchased dumpster. It is the responsibility of the general contractors to haul all trash and building debris from the premises of Blue Lake Estates. It is also the responsibility of the general contractor to schedule with their appropriate service for the dumpsters to be emptied, delivered or removed during reasonable times of the day as to not disturb the neighboring residents. All contractor dumpsters are to be located off the right-of-way of Blue Lake Estates streets.
2. No contractor activity or delivery of construction material is to be made before 7:00 a.m. Monday through Friday or before 8:00 a.m. on Saturday. All contractor activity and material deliveries must be completed no later than 7:00 p.m. on any day. **No contractor activity will be allowed on Sundays or Federal Holidays.**
3. Port-A-Johns are required to be on site for all new construction and major remodels where indoor facilities are not available. Any Port-A-John permitted during construction shall be located toward the rear of the lot, when possible, and away from the street and neighboring property.
4. No sign may be displayed on property in Blue Lake Estates unless first approved by the BLEPOA Architectural Committee. The Committee may grant approval for signs disclosing the architect and/or contractor of structures during the period of construction only; until completion of construction.
5. An 8" X 11" Building Permit card will be prominently displayed at the building site. (*See Attachment #1*).
6. Prior approval must be obtained from the BLEPOA office for the storage of road and/or driveway materials, construction equipment or building materials. Failure to obtain this approval will result in the forfeiture of any and all deposits.
7. A fee will be charged, if applicable, for any application or request for a variance from the BLEPOA Building Restrictions and Covenants. This is a non-refundable fee regardless of approval or disapproval of the requested variance. Variances must be approved by the BLEPOA. Variances approved shall be recorded by the BLEPOA at the Llano County Courthouse. (*See Attachment #9*) When applicable, approval by the Hilltop Property Owner's Association must be presented with any request for a variance.

**The following LCMUD #1 rules apply to all general contractors operating in Blue Lake Estates:**

1. Prior to permit approval, the contractor and LCMUD #1 representative's will determine the need for:
  - a. Culverts between driveway and road
  - b. Connection between driveway and existing road (*See Attachment #6*)
  - c. A temporary road surface between construction site and existing road
2. Contractors and/or property owners shall be liable for any damage to the public roadways resulting from construction activities or construction vehicles or equipment. Repair costs in excess of the deposit must be paid before a Certificate of Occupancy is issued. The LCMUD #1 Board of Directors will determine the need for a road deposit on any specific project. On new construction, \$1,000 of the road deposit shall be retained by the MUD and will be used to pay for damages to the roadways caused by heavy vehicles. \$1,000 of the Demolition Permit shall be retained by the MUD for future road repairs.  
(*See attachment # 5*)
3. No concrete waste will be discharged in the MUD road right of ways or adjacent lots. Contractors/Owners deposits will be assessed for violations.
4. To ensure that all new construction and/or new irrigation system installations or modifications to existing plumbing or irrigation systems offer no opportunity for contamination to the public water system the following applies:
  - a. Building permits are required on all new and/or modified plumbing projects. An irrigation permit and a plumbing inspection are required for all new and/or modified irrigation projects (*See Attachment #7*).
  - b. A Backflow Prevention Assembly Test and Maintenance report is required to be completed by a TCEQ Certified Backflow Assembly Tester and reported to the MUD on all new and/or modified irrigation projects. (*See Attachment #8*)
  - c. A Customer Service Inspection Certificate by a licensed Plumbing Inspector or a licensed Customer Service Inspector is required on all new and/or modified plumbing projects. (*See Attachment #2*)
  - d. It is the responsibility of the general contractor to enforce these rules upon all subcontractors.

Irrigation systems that **are not** connected to the MUD's water system are excluded from the provisions above.

5. Lower Colorado River Authority (LCRA) regulates erosion and sedimentation policies to avoid environmentally hazardous materials from entering Lake LBJ and to reduce the levels of non-point source pollution preventative measures need to be taken. Erosion and sedimentation controls need to be addressed at each site to eliminate soil, trash and chemicals from washing into Lake LBJ. (*See attachment - "Primary Concerns Related to Erosion and Sedimentation"*). Erosion fencing **MUST** be used on all Demolition and Excavation / Clearing Permits, as well.
6. The attached Service Agreement must be signed and the water & sewer connection fees paid in advance to the MUD. (*See Attachment #5*). Complete installation instructions on the grinder pumps are handed out separately. Contractors are required to contact the MUD office to arrange for the necessary inspections required. Contractors **MUST** return to the MUD office the completed, signed Electrical / Plumbing guidelines for grinder pump installation **BEFORE** a final grinder pump inspection will be scheduled.
7. Builders / Contractors are responsible for all sub-contractors complying with Llano County leash laws. Non-compliance may result in the job site being red-tagged.

## PERMIT PROCESS

1. Building permit inspection fees payable to BLEPOA and the MUD are shown on Attachment #5. The BLEPOA and the MUD are responsible for payment to the inspector for these inspections.
2. Builders & contractors who in the past have not complied with Blue Lake Estates' building regulations will be assessed an additional deposit of \$500, portions of which may be returned when the Certificate of Occupancy is completed. *(See Attachment #6)*
3. **THE CONTRACTOR/PROPERTY OWNER IS RESPONSIBLE FOR SCHEDULING BUILDING INSPECTIONS AT THE PHASES OF CONSTRUCTION LISTED BELOW. PLEASE CALL THE MUD/POA OFFICE AT (830) 598-5460 AT LEAST 72 HOURS IN ADVANCE SO THE BUILDING INSPECTOR CAN BE NOTIFIED OF THE INSPECTION.**

**SETBACKS:** Property Line Setbacks. This inspection **must** be performed when the string lines and batter boards are set and the property corners are marked.

**PLUMBING SLAB/ROUGH IN:** This inspection **must** be performed before any plumbing lines (including both the water and sewer lines) are covered and the required pressure test.

**FOOTINGS:** This steel rebar inspection **must** be performed when the piers or footings, if being poured separate from the slab, are ready for concrete.

**PLUMBING TOP OUT:** This inspection **must** be performed when the sewer and water lines are done, before bathtubs are set.

**FRAMING:** This inspection **must** be performed when all framing, electrical rough, plumbing top-out, air conditioning duct and roof dried in, are completed **BEFORE INSULATION IS APPLIED.**

**FINAL:** This inspection **must** be performed when the building, all site work, drainage, etc. is complete, after the electric and water meters have been set, but before occupancy.

**OTHER:** This inspection **must** be performed when special circumstances are noted as part of the building permit.

**POOLS:** This inspection must be performed when plumbing and electrical rough-in are installed.

4. After all inspections by the building inspectors are completed and signed *(See Attachment # 3)* and appropriate refunds are made, a Certificate of Occupancy will be issued. *(See Attachment # 4).*
5. A summarized list of deposits required prior to approving building permit is listed in *(See Attachment # 5)*

| ATTACHMENTS  | ENTITY    |
|--|-----------|
| #1 Building Permit Card  | POA       |
| #2 Customer Service Inspection and Certification                   | POA       |
| #3 Inspection Certificate  | POA / MUD |
| #4 Certificate of Occupancy  | POA       |
| #5 Required Deposits   | POA / MUD |
| #6 Connections between Driveways and Streets                       | MUD       |
| #7 Irrigation Permit   | MUD       |
| #8 Irrigation Inspection and Certification                         | MUD       |
| #9 Variance Request Form   | POA       |
| #10 Demolition Permit  | POA       |
| #11 City of HSB-Outdoor Use of Open Flame Equipment (ARTICLE 5.05) | MUD       |
| #12 Soil Erosion & Sedimentation Control                           | MUD       |

# BLUE LAKE ESTATES BUILDING PERMIT

PERMIT NO: \_\_\_\_\_

LOT NUMBER \_\_\_\_\_ STREET ADDRESS \_\_\_\_\_

OWNER \_\_\_\_\_ CONTRACTOR \_\_\_\_\_

## ACKNOWLEDGEMENT OF PERMIT PROCESSING AND RULES

- I. By accepting this Building Permit, both the Owner and the Contractor each warrant and agree that the subject construction of the subject property shall be constructed in accordance with sound and safe construction and building practices and that each phase of the construction will comply with and be built in accordance with standard and recognized Building Codes, as shown in the attachments hereto. In the event that any part of the subject construction shall not comply with and be built in accordance with such Building Codes, then both the Owner and the Contractor each agree, by accepting this Building Permit, that the Blue Lake Estates Property Owners' Association, its Board of Directors (as an entity and on behalf of each individual member), its Officers, and its Architectural Committee (as an entity and on behalf of each individual committee member), or any agent acting on its behalf, hereinafter called the Indemnified BLEPOA, and Llano County MUD # 1, its Board of Directors (as an entity and on behalf of each individual member), its Officers, or any agent acting on its behalf, hereinafter called the Indemnified MUD, shall in no way be liable for any damages, expenses, court costs, attorney fees because of any claim, demand, assertion, cause of action, or judgement to any person for an injury, death, or property damage which may arise due to the Contractor's and/or Owner's failure to build such project in compliance with and its accordance to such Building codes. Owner and/or Contractor each agree to indemnify and hold harmless the Indemnified BLEPOA and the Indemnified MUD because of any such failure, even if such failure results from the negligence of the Indemnified BLEPOA or the Indemnified MUD, for any damages, expenses, court costs, attorney's fees because of any such claim, demand, assertion, cause of action, or judgment to any person for any injury, death, or property damage.
- II. By accepting this Building Permit, both the Owner and the Contractor each agree to indemnify and hold harmless the Indemnified BLEPOA and the Indemnified MUD for any damages, expenses, court costs, attorney's fees because of any claim, demand, assertion, cause of action, or judgement to any person for any injury, death, or property damage which may arise due to the Indemnified BLEPOA or the Indemnified MUD's failure to inspect such property or the Indemnified BLEPOA or the Indemnified MUD's failure to require such inspections as set forth above or the Indemnified BLEPOA or Indemnified MUD's failure to require said property to comply with the building codes set forth above, even if any or all of such failures by the Indemnified BLEPOA or the Indemnified MUD are negligent.
- III. Owner / Contractor agrees that no burning on-site is permitted and that they will abide by the City of HSB Outdoor Use of Open Flame Equipment Ordinance (ARTICLE 5.05) (*See Attachment #11*)
- IV. Owner / Contractor agrees to abide and conform to the current "International Building and Plumbing Codes", for all construction, whether new or a remodel.
- V. Owner / Contractor agrees to abide by the requirements according to the Llano County Department of Natural Resources by applying for approval from the Llano County Department of Natural Resources for new construction and/or major remodels which increase the size of the structure before being permitted by Llano County MUD #1. Failure to comply with Llano County Flood Plain Management regulations can result in a class C misdemeanor, and the county could be denied participation in the National Flood Insurance Program.
- VI. Owner / Contractor accepts that this permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced.

\_\_\_\_\_  
Contractor's Signature:            Date

\_\_\_\_\_  
Building Permit Issued By:            Date

\_\_\_\_\_  
Owner's Signature:            Date