

Pirates Property Owner's Minor Improvement Application

Pirates Beach, Pirates Beach West, Pirates Cove, Laffites Cove, Enclave I & II, Villas

Please submit with required information to:

Pirates' Property Owners' Association
PPOA – ARC Department
P.O. Box 160 – Tomball, TX 77377-0160

Please call or email ARC Department with questions.
PPOAARC@CKM1.com
281-255-3055 (Off) 281-255-3056 (Fax)

(Print or type)

REVISED APRIL 1, 2020

PROPERTY OWNER	PHONE:	
MAILING ADDRESS	CITY:	STATE/ZIP:
EMAIL ADDRESS		
BUILDER/CONTRACTOR	Compliance Deposit Required From Builder/Contractor	Ck#: _____ Amt: _____
OFFICE PHONE	CELL:	
E-MAIL ADDRESS		
B/C ADDRESS	CITY:	STATE/ZIP:

SUBDIVISION: Beach Cove Laffite's Cove Enclave Villas
(Circle One)

SECTION: BLOCK: LOT:

PROPERTY PHYSICAL ADDRESS:

Description of Improvements: Please circle items to be included in this request:

Paint – New	Residence / Boat Dock / BOTH	Provide color sample
Replace ALL Deck Boards	Residence / Boat Dock / BOTH	Provide copy of most current Property Survey
Fence	Provide fence style sample	Provide copy of most current Property Survey showing EXACT location of the proposed fence and any gates. Fence must comply with PPOA Fence Guidelines.
		Locate fence & gate(s) with distance measurement on survey
Other (Describe Below)		
START DATE: (Mo/Yr)		COMPLETION DATE: (Mo/Yr)

WRITTEN DESCRIPTION OF PROJECT (REQUIRED):

MINOR IMPROVEMENT REQUEST REQUIREMENTS: (\$500.00 COMPLIANCE DEPOSIT REQUIRED)

1. This application must be completed, signed by the owner and contractor, and returned to CKM Property Management *prior to the start of any work.*
2. A **Compliance Deposit of \$500.00** is required. Deductions: \$150.00 review fee and any non-compliance fines that may be incurred.
3. No additional work is to be performed other than as approved above. **ANY changes require prior ARC approval.**
4. During work, the site is to be kept clean on a **daily basis**. Portable toilet facilities and/or trash bin may be required, and trash must be disposed of or properly placed in bins on a daily basis.
5. This project must be completed within 6 months after the Approval Date, and CKM must be notified upon completion. During the Working Days (Mon - Sat), work may only be done during the Restricted Hours of 7:30 a.m. - 7:00 p.m., Mon - Fri, and 8:00 a.m. - 7:00 p.m., Sat.
6. A **Green Permit** sign will be issued and **all permits must be posted and visible from the street** until completion of work.

Sign (or initial) and return all pages:

Builder/Contractor Signature _____

Owner Signature _____

OWNER/BUILDER AGREEMENT

1. Owner hereby acknowledges receipt of the Pirates Property Owners' Association (the "Association") Architectural Control Standards and hereby agrees to comply with all terms and conditions contained therein and obtain all applicable surveys and inspections as specified therein prior to occupancy.
2. Owner hereby authorizes the PPOA Architectural Review Committee ("ARC") or its agents to enter upon and inspect the lot and structure thereon during regular business hours for the purpose of ascertaining whether said structure is in compliance with the restrictions, the standards, and the approved plans and specifications. Neither the ARC nor its agents shall be deemed to have committed a trespass by reason of such entry or inspection.
3. Disclaimer of Liability and Warranty. The approval of plans and specifications by the ARC applies only to the style, exterior finishes, appearance, and general location of structures shown in such plans and specifications. Such approval shall NOT be relied upon as an approval or warranty regarding engineering and structural design, building or zoning code compliance, feasibility or marketability for any purpose, or compliance with applicable building ordinances, standards, or regulations, or any errors related thereto. By approval or non-approval of the plans and specifications, neither the ARC, the Association, its Board, the management company, nor any of their officers, agents, or attorneys assumes any liability or responsibility therefor, or for any errors or defects in any structure constructed therefrom, and these persons further specifically exclude from such approval any implied warranty of merchantability or fitness for any purpose. In addition, the Association is not responsible for any accidents, injuries, damages, or losses on any building site. Owners, builders, and contractors shall ensure that the construction site is properly secured and maintained daily.
4. **Any change to the original design and original application requires additional review and approval by the ARC. This includes changes in color and any design or location changes.**
5. If construction is not completed within six months after plans have been approved, or by the date of completion stated in the approved application if later, an extension MUST be obtained.
6. The ARC has 45 days from final, complete submittal of plans and permits to approve the plans and authorize commencement of construction. ARC reviews plans online on an ongoing basis.
7. ANY error in location causing an encroachment will be the direct and sole responsibility of the property owner. The builder/owner must satisfy the ARC that improvements are accurately located in accordance with the approved plans and that encroachments will not occur, without a specific variance having been requested and granted by the ARC. If encroachment occurs without a specific variance having been granted, owner and contractor agree to remove those items and rectify the problem at their expense.
8. Failure to comply with required inspections and surveys (see next page) can result in fines and legal action being brought to require compliance. If you are fined, you have the right to a hearing before the ARC. You also have the right to appeal the ARC's findings after the hearing before the Association's Board of Directors.
9. Basis of Approval: Approval of plans and specifications will be based, among other things, on adequacy of site dimensions, design of the structure, conformity and harmony with the neighborhood's character and design, relation of finished grades and elevations to neighboring sites, and conformity to both the specific and general intent of the deed restrictions. All plans will be reviewed in a timely manner, and a letter will be sent to the person identified in the Plan Review Application. It is highly recommended that you review the Covenants, Conditions & Restrictions ("deed restrictions" or CCR's) for your lot.
10. All exposed wood used in this project will be treated or painted; untreated wood is not permitted.

Sign (or initial) and return all pages:

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Builder/Contractor Signature _____

Owner Signature _____

PIRATES POA ARCHITECTURAL NON-COMPLIANCE FINES

Inspections: The ARC Inspector inspects all active work sites once a week. If any noncompliance issue exists the job site shall be “red tagged” to “STOP CONSTRUCTION,” and a phone call shall be made to the Builder. **Although any applicable fine for the noncompliance will be automatically assessed, Builder will be given 24 hours (one business day) to correct the situation and prevent additional fines. If the noncompliance issue is not corrected the owner and builder will be notified by certified mail and given ten days to correct the issues. Notice of noncompliance may include fines and other actions to be taken.** If no change, or adequate change, is noted within the ten days as stated in the letter, the issue will be turned over to the ARC and the Board, which may employ an attorney to enforce these requirements and collect the fines plus costs and fees. There may be at least two required inspections and surveys, the first after the pilings are in and the portable toilet facilities and dumpster have been placed on site, and the second at the time construction has been completed.

The fines assessed by the ARC in connection with all building, construction, and alterations, as further provided in this Agreement, **shall be deducted from the Application Deposit.** If the fines exceed the Application Deposit, the Applicant must submit an additional deposit in the amount of: (1) the fine(s) plus (2) an additional \$500. The additional deposit amount must be received within 5 business days of being notified of the fines(s). If additional deposit funds are not received, a Cease and Desist order will be issued until the additional deposit amount is received.

Holidays are defined as: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. Work Days and Restricted Hours are 7:00 a.m. - 7:00 p.m., Mon. - Fri., and 8:00 a.m. - 7:00 p.m., Sat.

<u>Violation</u>	<u>Initial</u>	<u>Fine</u>
Start of construction prior to ARC approval	_____	\$1,000
CHANGE in approved construction without approval	_____	\$1,000
Dirty work site, builder trash, site not cleaned by Friday	_____	\$ 200
No Port-a-potty	_____	\$ 500
No Trash bin	_____	\$ 500
Trash bin full or overflowing	_____	\$ 500
Signs - more than one 24 x 24 builder sign	_____	\$ 100
Work on holidays, other prohibited days, or in Restricted Hours	_____	\$ 500

Builder/Contractor and Owner to initial all above items.

EVERYTHING CONTAINED IN THIS APPLICATION AGREED AS STATED:

OWNER:

BUILDER/CONTRACTOR:

Signature

Signature

Date: _____

Date: _____

Sign (or initial) and return all pages: **3**
Builder/Contractor Signature _____

Owner Signature _____