



EMERALD BAY MUNICIPAL UTILITY DISTRICT

155 La Salle Drive
Bullard TX
(903) 825-6960

SUBMITTAL PROCEDURE FOR RESIDENTIAL CONSTRUCTION

IT IS THE RESPONSIBILITY OF THE PROPERTY OWNERS TO HAVE THE PROPERTY CORNERS CLEARLY IDENTIFIED AND MARKED BEFORE CONSTRUCTION. THE EMERALD BAY CLUB HOME OWNERS ASSOCIATION SET BACKS ARE REQUIRED ON THE SUBJECT PROPERTY AND SHALL BE ESTABLISHED AT THE OWNERS EXPENSE AND IN CO-ORDINATION WITH THEIR CONTRACTOR

THE WATER DRAINAGE PLAN FOR THE SUBJECT PROPERTY SHALL BE THE RESPONSIBILITY OF THE HOME OWNERS AND THEIR CONTRACTOR AND ANY QUESTIONS REGARDING THE DRAINAGE PLAN SHALL BE DIRECTED TO THE EMERALD BAY CLUB HOME OWNERS ASSOCIATION

NEW CONSTRUCTION

1. Two preconstruction site plans to scale. Set backs are required and will be established at the owners expense in co-ordination with their contractor.
2. Two sets of working plans with elevations.
3. A copy of the signed Emerald Bay Home Owner's Association Building Permit which indicates they have approved the project.
4. Fill out the required application for a Construction Permit.
5. Once the plans have been reviewed and approved, the Construction Permit will be issued. No work shall begin without issuance of the Permit.

RESIDENTIAL REMODELS OR ADDITIONS

A remodel or addition is defined as any construction work that in any way changes the existing foundation of the structure.

1. Two sets of plans are required for residential remodels and additions or accessory buildings. A site plan is also required for additions or accessory buildings. Please see site plan requirements in item number 1 above.

2. The plans are to be drawn to scale and a minimum size of eleven (11) inches by seventeen (17) inches.

INSPECTION PROCEDURES

1. New construction or remodeling must have a Building Permit issued by the Emerald Bay Home Owner's Association before any plumbing, electrical or mechanical permits will be issued.
2. New construction or remodeling must have a Building Permit issued by the Emerald Bay Club and a Construction Permit issued by the Emerald Bay Municipal Utilities District (EBMUD).
3. The electrical, plumbing and mechanical inspections will be made when fully exposed, without any insulation installed.
4. Inspection requests are the responsibility of the Contractor/Superintendent and/or the Home Owner and must be requested 3 days before they are needed. Emergency situations will be handled as needed.
5. All new residential construction must receive all final inspections, and a Certificate of Completion must be issued by EBMUD prior to anyone moving in.

DEMOLITION OF EXISTING HOUSE

1. A site plan of the existing property shall be submitted to EBMUD.
2. The property owners and their contractor are responsible for insuring that the existing water and sewer laterals are properly disconnected and that the risers from EBMUD water distribution line and sewer collection line are properly capped and protected from leaking and/or infiltration.
3. It is also the responsibility of the property owners and their contractor to insure that the disconnected risers on EBMUD's water and sewer lines are clearly marked and protected during any demolition and future construction.
4. If there is any violation of these requirements that results in any costs, said costs shall be borne by the Home Owners.

SITE PLAN REQUIREMENTS

In this section, a residential lot is a lot developed or to be developed with a single-family housing unit or a duplex. Site Plans submitted shall include:

1. Lot and block number;
2. Platted boundaries of the lot;

3. Street address;
4. All setbacks;
5. All easements on the lot;
6. Name, address and phone number of the individuals responsible for the project;
7. The minimum Plan size shall be eleven (11) inches by seventeen (17) inches, and shall be drawn to scale in the scale shown; and
8. Two complete sets of floor plans.

MEANS OF ENFORCEMENT

If the EBMUD determines that a deviation exists between the existing condition of the facilities located on a lot and the facilities shown on the Site Plan, and that such deviation from the Site Plan has created a condition harmful to the public health, safety, or welfare, then the EBMUD may order the owners of the property to bring such conditions into compliance with the Site Plan.

In the event that the homeowners fail, for whatever reason, to correct the deficiencies, the EBMUD shall terminate services to the subject property until such time as the deficiencies have been corrected. Any and all costs involved with this action shall be paid by the homeowners.

I hereby acknowledge that I have read this document and agree to its terms and conditions.

Date _____

Signature of Home Owners _____

Address _____

Date _____

Signature of Contractor _____

Company Name and Address _____
And phone number _____
