

**MEYERLAND COMMUNITY IMPROVEMENT ASSOCIATION**

**4999 West Belfort Houston, TX 77035**

**PHONE: 713-729-2167 FAX: 713-729-0048**

**CONSTRUCTION APPLICATION – MAJOR PROJECTS**

Lot Owner Name: \_\_\_\_\_

Lot Address: \_\_\_\_\_ Mail Address: \_\_\_\_\_

Telephone: Business: \_\_\_\_\_ Home: \_\_\_\_\_

Email Address: \_\_\_\_\_

Proposed Construction Dates: Begin: \_\_\_\_\_ End: \_\_\_\_\_

Submit the following items for review of your project:

- \_\_\_ Processing fee: As per MCIA Policy
- \_\_\_ Signed copy of Construction Rules
- \_\_\_ Site Plan: Identify location of proposed construction, show all building lines and easements as defined by the plat and corresponding deed restrictions.
- \_\_\_ Elevation Certificate
- \_\_\_ Impervious coverage calculation.
- \_\_\_ Exterior Elevations must include:
  - . Height of home must be shown with the following measurements:
    - o Grade to BFE
    - o BFE to MFPE
    - o MFP to Finished Floor – if same, indicate Finished floor/MFPE
    - o Overall height from MFPE to highest most roof peak.
  - . Location of flood vents
  - . A/C Units and Platform height
  - . All exterior materials and their locations on the structure.
  - . A masonry calculation is required for most sections.
  - . Location of house numbers as per MCIA policy.

*\*\*\*Requirements may vary depending on the type and scope of your project. Please contact the Meyerland office with questions\*\*\**

**All construction or renovation work planned within Meyerland must follow the corresponding Deed Restrictions and MCIA Policies for the Section in which the property is located, as well as the Architectural rules set out below, unless said rules conflict with appropriate deed restrictions and/or MCIA policies, in which case deed restrictions and MCIA policies shall take precedence.**

1. Chain link construction fence with solid color screening is required during any major

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construction.

- a. Fences must be locked if workers are not present.
  - b. Fences, including gates, should not block the public walkway.
  - c. Appropriate demolition barriers must be installed within the 48 hour period prior to commencement of work and must be removed 72 hours after demolition is complete. For more information about appropriate demolition barriers, please contact the office.
2. Port-a-toilets must be placed with door facing the rear of the property, not facing the street. They must also be fence separately on three sides obscuring their view from the street.
  3. Dumpsters must be placed on property – not in the street. Site is to be kept free of trash, debris and excess equipment. In lieu of a dumpster, regular refuse removal is required.
  4. All new home construction requires the installation of a new sidewalk and driveway.
    - a. For major renovations, refer to the Meyerland Impervious Coverage Policy.
    - b. Corner lots are required to install ramps as required by City ordinance.
  5. Street and sidewalk must remain free of dirt, mud, and debris.
  6. Construction and work hours is as follows:
    - a. Monday through Friday: Work may begin no earlier than 7:00 A.M. and cease no later than 8:00 P.M.
    - b. On weekends, work may begin no earlier than 9:00 A.M. and cease no later than 9:00 P.M.
  7. Owner/Builder is required to follow all City of Houston and other governmental ordinances in the process of construction.
  8. The entire lot, including the area between the sidewalk and the street must be maintained. This includes mowing, edging, weed eating and the removal of shrub and tree debris. Lots are expected to remain neat and attractive – even during construction.
  9. Only one (1) sign is permitted on the lot for the builder and contractor. Additionally, only one (1) realtor, for sale, or for lease sign is allowed per property.
    - a. Sign must be ground mounted, located between the home and the sidewalk, and be no larger than five (5) square feet.

***Committee Application approval is given for 6 months.  
Please notify the office of delays.***

**If you have any questions prior to submitting your application, contact the office at 713-729-2167 or via email on our website [www.meyerland.net](http://www.meyerland.net) .**

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use: Date: _____ Acct#: _____ Lot: _____ Blk: _____ Sect: _____
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