



# ROYAL OAKS

## NEW CONSTRUCTION COMMITTEE (NCC) SUBMITTAL FORM

11000 Corporate Centre Drive, Suite 150 Houston, Texas 77041

Phone (713) 329-2749 • Fax (713) 329-7198

The Modification/New Construction Committee meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month.

Deadline for submission is the Thursday before the scheduled meeting.

**CONSTRUCTION ADDRESS:** \_\_\_\_\_ **LOT**\_\_\_\_ **BLK**\_\_\_\_ **SEC**\_\_\_\_

**BUILDER'S NAME:** \_\_\_\_\_

Construction Supervisor: \_\_\_\_\_

Construction Supervisor's Contact Information: \_\_\_\_\_

**HOMEOWNER'S NAME:** \_\_\_\_\_

Homeowner's Off-site address: \_\_\_\_\_

Homeowner's Contact Information: \_\_\_\_\_

**REVIEW(S) REQUESTED:**

- New Home Plans
- Material Samples/Specifications
- Landscaping Plans/Pool Plans

**SUBMITTAL REQUIREMENTS:**

- Two (2) sets of construction grade plans (legend must be include on plans).
- Two (2) site plans.
- A check or money order for \$5000.00 made payable to Royal Oaks RCOA.
- Must complete the appropriate checklist.
- A brochure or photo (must include color description) for all hardscape, structures, fountains, trellises and any accessories included in the final plans must be submitted.

**Please note that failure to submit any of the following requirements will result in the denial of this application.**

**COMMENTS FOR CONSIDERATION:**

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\_\_\_\_\_  
**Printed Name of Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**