

Reunion Ranch Water Control and Improvement District

c/o Municipal Operations & Consulting (“MOC”)
151 Trinity Hills Drive
Austin, Texas 78737
Phone: (512) 686-1660

In-Ground Pool Construction Request

Please note that pools must drain onto a greenbelt if applicable or into the Reunion Ranch WCID storm drainage system. No pools may drain into the Reunion Ranch WCID sewer system.

Access to your property through Reunion Ranch WCID property, easement or greenbelt is subject to the requirements of the Rules and Regulations, including an additional deposit. Any unauthorized access through or damage to District property, easement or greenbelt is subject to fines and penalties by Reunion Ranch WCID.

This form must be submitted along with a copy of the HOA architectural approval letter, a completed License to Encroach application (if necessary), and a complete set of plumbing plans. A deposit of \$1,500.00 is required as well as inspection fees in the amount of \$250.00 (this includes costs of 2 inspections). If access through District property, easement or greenbelt is required during construction, an additional deposit as determined per the Rate Order will be required. **Note:** If additional inspections are required there will be an extra \$125.00 per inspection. We request these checks separately as the deposit is refundable, either in part or whole, checks are made payable to **Reunion Ranch WCID**. The deposit will be refunded upon final inspection of the pool less the cost of any fines or repairs costs to District property according to the Rules and Regulations of Reunion Ranch WCID. **PLEASE NOTE THAT PAYMENT AND ALL DOCUMENTS SHOULD BE RECEIVED AND APPROVED BEFORE CONSTRUCTION BEGINS.**

Applicant Name: _____ Date: _____

Property Address: _____

Applicant Preferred Method of Contact: _____

Contractor's Name: _____

Address: _____

Contact Person: _____ Contact Phone Number: _____

Applicant's Email: _____ Pool Builder's Email: _____

It is the responsibility of the homeowner to contact MOC for the necessary inspections. Failure to schedule an inspection may result in work stoppage and possible redesign of the pool if it does not comply with the approved specifications. When ready for an inspection, submit your request to builderservices@municipalops.com. **Please include the address, type of inspection (pre-pour or final), requested date for inspection, and a contact number in case the inspection has any questions.**

Description of required inspections are:

Initial Inspection - The first inspection by MOC is required once the pool has been dug, forming built and plumbing installed prior to the pool being poured. The inspection includes the backflow and pool drainage systems, which must comply with the Rules and Regulations of Reunion Ranch WCID. The plumbing must be completed and open for inspection. **If the inspection fails, the homeowner will be responsible for correcting the problems and requesting a re-inspection, which will be conducted at an additional charge as set forth in the District's Rate Order. Failure to re-reschedule a failed inspection may result in a fine of at least \$500.00.**

When the pool passes the initial inspection, the homeowner will receive written notice from MOC to continue construction. Notification will be sent within 48 hours via email. Work cannot proceed until approval has been received.

Final Inspection - When the pool has been completed, MOC will conduct a final inspection to determine if the pool has been built according to the approved specifications.

****Please note, when a backflow device is installed on a project, a completed TCEQ Backflow Prevention Assemble Test and Maintenance Report is required to be submitted prior to scheduling a final inspection.**

Starting construction before approval from the HOA and Reunion Ranch WCID may result in a fine of at least \$500.00.

Missed inspections may result in a fine of at least \$500.00.

Failure to schedule an inspection may result in forfeiture of the remainder of a deposit.

**REUNION RANCH
POOL APPLICATION CHECKLIST**



PROPERTY ADDRESS: _____
 POOL COMPANY : _____
 CONTACT NAME: _____
 PHONE NUMBER: _____

Is there an autofill? Yes / No	If yes, please provide the type of device and show location of device on plans:
Pool overflow drain line Plumbing	Show location & direction of drainage on plans
Direction of drainage in yard	Show piping layout on plans
Are there any upgrades that will require modifications to household plumbing? (Outdoor kitchen w/sink, shower, irrigation, etc.) Yes / No	Provide flow direction on plans
Is there a pool waste line (backwash)? Yes / No	If yes, please specify:
Where is the property access point for pool contractors?	If yes, specify to where the water will terminate:
Are erosion control measures needed? (inlet protectors, silt fencing, mulch worms, etc) Yes / No	Please specify or show on plans:
Have arrangements been made for construction materials drop off? Yes / No	If yes, state what will be installed and where:
Will your contractors need to access District property, easements or greenbelts during construction? Yes / No	materials are NOT allowed in the street or to block district property (walking trails, facility entrances, etc)
	Fill out Application for Access to District Property

****Access to a Customer's property through District property, easements or greenbelts is subject to the requirements herein including an additional deposit. Any unauthorized access through or damage to District property, easements or greenbelts is subject to fines and penalties by the District.****

APPLICATION FOR ACCESS TO DISTRICT PROPERTY, EASEMENTS OR GREENBELT DURING POOL CONSTRUCTION

Prior to beginning new pool construction, a Customer that needs to access District property, easements or greenbelt during construction, including but not limited to drainage areas, must complete, sign, and return this Application and the additional deposit, as determined per the Rate Order, to the District's Operator. Construction may not commence until the Customer receives written approval from the District's Operator to access District property, easements or greenbelts.

Applicant Name: _____ Date: _____

Property Address: _____

Applicant Preferred Method of Contact: _____

Contractor's Name: _____

Address: _____

Contact Person: _____ Contact Phone Number: _____

Applicant's Email: _____ Pool Builder's Email: _____

Location of District Property, easements or greenbelt to be Accessed:

Acknowledgement

Applicant specifically acknowledges that vehicles, equipment, and machinery may only use the designated District property, easements, greenbelt or drainage ways for access during construction. Storage of vehicles, equipment, or machinery in District property, easements or greenbelts, including drainage easements, is strictly prohibited during all construction. Additionally, mixing of materials or other construction activities in District property, easements or greenbelts is strictly prohibited. A violation of this rule will render the violator subject to fines as well as to the requirement that any resulting damage to the District's systems be repaired at the expense of the violator pursuant to the District's Rate Order.

Applicant's Signature

Date



NEW POOL INSTALLATION CHECKLIST

- Completed application w/ completed survey
- Contractor and customer contact information
- HOA approval letter
- Full project plans
- Deposit check made out to the District (include project address in memo)
- Inspection check made out to the District (include project address in memo)
- License to Encroach application (if applicable)
- Access to District Property, Easements or Greenbelt Application (if applicable)

Please ensure all documents are emailed to builderservices@municipalops.com or mailed to:

Municipal Operations & Consulting, Inc. ("MOC")

Attn: Builder Services

151 Trinity Hills Drive

Austin, Texas 78737

****If checks are being sent separate from application packet, please ensure that a copy of the completed application is included with the checks. Failure to include required documentation will result in delayed processing.**

All documents are required to be received prior to beginning construction. Starting construction before approval from the HOA and Reunion Ranch WCID will result in a fine of not less than \$500.00 per the Rules and Regulations.