



## Synthetic Turf Permit Application

7660 Woodway Dr, Suite 460 Houston, Texas 77063, Phone: (713) 782-1757

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Date: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Type of Application: \_\_\_\_\_

Contractors Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Contractors Email: \_\_\_\_\_

**Note: Submittal will not be accepted unless all items in the checklist have been completed.**

### Synthetic Turf Permit Application Checklist

	Type of Application	Description	Application Form <small>(please print and attach forms)</small>
	<b>Synthetic Turf Permit Application</b>	This permit application is required for any new or replacement of Synthetic Turf.	<a href="#">Synthetic Turf Application</a>
	<b>Copy of Survey</b>	A copy of an existing survey is required with this application request. Survey copies do not need to be brand new.	*Attach Copy of Survey
	<b>Area Calculations</b>	Area calculation form is required to determine current and proposed lot coverage.	<a href="#">Area Calculations Form</a>
	<b>Homeowner Affidavit</b>	This form is required to be completed. If in an active Homeowner Association neighborhood, you must have an HOA Approval. If not in an HOA, then the form still needs to be completed. If in an active HOA, an email approval or stamped approval is applicable.	<a href="#">Homeowner Affidavit Form</a>
	<b>MVWA Approval</b>	The Memorial Village Water Authority must approve any synthetic turf application.	<a href="#">MVWA Application</a>
	<b>Tree Disposition Plan</b>	This form needs to be completed regardless if no trees are to be removed. City Forester reviews all applications.	<a href="#">Tree Disposition Application</a>

**Helpful Notes:**

- We count turf in your overall area calculations.
- Provide Detail Turf Specification (Dimensions and Material Type)
- How the turf is being installed, you can always highlight specifications on the turf manual.
- You cannot cover inlets with artificial turf without it being designed and included in your overall drainage plan.

**This application is for all new Synthetic Turf submissions.**

**Building Codes: IRC 2018**

**Please print this document and attach this to all the documents.  
You can drop off during normal business hours.**