

## APPLICATION FOR FINAL APPROVAL COMMERCIAL CONSTRUCTION

Submit all Applications and required supporting documents to the Commercial Division of Ken Anderson & Associates. A digital (unlocked) PDF package must be emailed to [Commercial@kaacm.com](mailto:Commercial@kaacm.com)

Reference the Bridgeland Commercial Planning and Design Standards for necessary information pertaining to commercial development. A copy can be found at [www.KenAnderson.com](http://www.KenAnderson.com) on the Commercial page.

**ALL PLANS, APPLICATIONS AND OTHER SUPPORTING DOCUMENTS MUST BE SUBMITTED ELECTRONICALLY IN PDF FORMAT.**

PROJECT INFORMATION	
PROJECT NAME	
PARCEL STREET ADDRESS	VILLAGE:
PARCEL NUMBER:	ACREAGE:

INTERNATIONAL BUILDING CODE:  
Occupancy Classification: \_\_\_\_\_ Occupant Load allowed per code: \_\_\_\_\_

OWNER INFORMATION			
OWNER NAME:	PRIMARY CONTACT:		
ADDRESS STREET:	CITY:	STATE:	ZIP:
EMAIL:	PHONE:	ALT:	

ARCHITECT INFORMATION			
ARCHITECT NAME:	PRIMARY CONTACT:		
ADDRESS STREET:	CITY:	STATE:	ZIP:
EMAIL:	PHONE:	ALT:	
TEXAS REGISTRATION NUMBER:			

CIVIL ENGINEER INFORMATION			
CIVIL ENGINEER NAME:	PRIMARY CONTACT:		
ADDRESS STREET:	CITY:	STATE:	ZIP:
EMAIL:	PHONE:	ALT:	

LANDSCAPE ARCHITECT INFORMATION			
LANDSCAPE ARCHITECT NAME:	PRIMARY CONTACT:		
ADDRESS STREET:	CITY:	STATE:	ZIP:
EMAIL:	PHONE:	ALT:	

CONSTRUCTION COMPANY INFORMATION			
CONSTRUCTION COMPANY NAME:	PRIMARY CONTACT:		
ADDRESS STREET:	CITY:	STATE:	ZIP:
EMAIL:	PHONE:	ALT:	

**DEVELOPMENT CRITERIA:** (MUST BE SUBMITTED WITH APPLICATION) Date of Development Criteria: \_\_\_\_\_

Maximum number of buildings: \_\_\_\_\_ Maximum number of stories: \_\_\_\_\_ Maximum Building Height: \_\_\_\_\_

Maximum hard surface coverage: \_\_\_\_\_% Maximum total gross square footage: \_\_\_\_\_

Required number of parking spaces: \_\_\_\_\_

**PROPOSED:**

Number of buildings: \_\_\_\_\_ Number of stories: \_\_\_\_\_ Building Height: \_\_\_\_\_

Hard surface coverage: \_\_\_\_\_% Total gross square footage: \_\_\_\_\_ Total A/C square footage: \_\_\_\_\_

Proposed number of parking spaces: \_\_\_\_\_ Parking ratio per 1,000 square feet: \_\_\_\_\_

**SETBACKS HONORED:**

Forest Preserve/Paving Yes No \_\_\_\_\_

Building Yes No \_\_\_\_\_

**VARIANCE REQUESTED:** Yes No

If yes, describe here: \_\_\_\_\_

**NOTE: VARIANCE IS NOT APPROVED UNLESS NOTED HERE.**

**SUBMISSION CHECKLIST:** (ALL IN PDF FORMAT)

Title Block: Must include project name, name and address of owner, name and address of firm preparing the plan, parcel and village designation, scale, preparation and revision dates, and the stage of submission (FINAL).

Civil Base Data: Showing all existing site conditions such as property boundary (with meets and bounds), parcel acreage, north arrow, existing or proposed streets (with name, ROW width, and paving limits), drainage systems serving the site, easements and setbacks (forest, paving and building), topography, major stands of vegetation, and all other significant natural features such as ponds, etc.

One (1) electronic PDF set of construction documents. Drawings must display the seals of the Architect, Landscape Architect and Engineer. Drawings include: Complete Civil, Mechanical, Electrical, Plumbing, Structural and Architectural data for proposed exterior and interior improvements.

Final Plan review fee. (For information contact the Commercial Division of Ken Anderson & Associates at Commercial@kaacm.com.)

AutoCAD footprint of the Site Plan. (Used to update the Bridgeland Illustrative Map.)

Architect's Letter of Code Compliance. (Refer to the Bridgeland Commercial Planning and Design Standards.)

Project Identification Sign submittal. (This sign must be removed once the monument sign is installed)

All submittals must be submitted two (2) weeks prior to any scheduled committee day. All submittals must be sent to the Commercial Division of Ken Anderson & Associates at Commercial@kaacm.com.

Include a summary of previous committee comments and responses as well as what sheets have been revised in order to address previous committee comments.

Complete separate signage package (including, but not limited to, the following sign types: Building, Monument, Blade, Service, Directional and Window Graphics.)

Architect's Letter of Completion: This letter is to be submitted at the completion of the project after the Architect's inspection of the project. (Refer to the Bridgeland Commercial Planning and Design Standards.) A Certificate of Compliance will NOT be issued without submission of this letter. Must include documentation from Bridgeland Fire Department that all requirements have been met.

**BUILDING PERMITS:**

All commercial projects in Bridgeland must be designed in accordance to the most current International Building Code and Adopted Harris County Fire Code. Refer to the Bridgeland Commercial Planning and Design Standards for all other applicable codes adopted by the Plan Review Committees.

All commercial projects must receive the following through Harris County:

1. (Receive) - Building Permit
2. (Receive) - Fire Code Permit
3. (Submit) - Fire Code Request for Final Inspection near completion of project.

**PLEASE NOTE: A CERTIFICATE OF COMPLETION WILL NOT BE ISSUED WITHOUT AUTHORIZATION FROM THE BRIDGELAND FIRE DEPARTMENT STATING THEIR REQUIREMENTS HAVE BEEN MET.**

**IT IS THE APPLICANT'S RESPONSIBILITY TO OBTAIN THIS AUTHORIZATION.**

This is to certify that all the information on this form is correct and the undersigned is authorized to make this application.

\_\_\_\_\_  
APPLICANT NAME (PLEASE PRINT)

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

**HOLD HARMLESS**

BRIDGELAND DEVELOPMENT, L.P., THE APPLICABLE ASSOCIATION AND COMMITTEE, KEN ANDERSON & ASSOCIATES, OR ANY PARTNER, OFFICER, DIRECTOR, EMPLOYEE, MEMBER, AGENT OR REPRESENTATIVE OF ANY OF THE FOREGOING SHALL NOT BE HELD LIABLE FOR SOIL CONDITIONS, DRAINAGE OR OTHER GENERAL SITE WORK; ANY DEFECTS IN PLANS AND SPECIFICATIONS REVISED OR APPROVED HEREUNDER; OR FOR ANY INJURY, DAMAGES, OR LOSS ARISING OUT OF THE MANNER OR QUALITY OR OTHER CIRCUMSTANCES OF APPROVED CONSTRUCTION ON OR MODIFICATIONS TO ANY SITE, STRUCTURE OR IMPROVEMENT.

I understand that construction is not to begin until approval has been received from the appropriate Committee.

I certify that I am the owner or authorized to sign this form with the authority of, and as agent for, the owner.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

**RELEASE AND WAIVER OF LIABILITY**

Bridgeland Development, L.P., the Plan Review Committee(s), Ken Anderson & Associates and all of their respective employees, shareholders, directors, officers, agents and any of their respective successors and assigns (individually, a "Released Party," and collectively, the "Released Parties") shall not be liable in damages to any Person in connection with the Covenants or the Standards for any reason whatsoever, including without limitation, any Person Submitting Plans to any of the Released Parties, or to an Owner or Tenant of the Site, because of a mistake in judgment, negligence, nonfeasance, or omission arising out of, or in connection with (1) the Approval or disapproval or failure to Approve any such Plans, or (2) the inspection, failure to inspect, issuance of a Certificate of Compliance/Completion or the failure to issue such certificate. Every Person who Submits Plans to a Released Party agrees (1) not to make any claim or bring any action or suit against any of the Released Parties and (2) to pay all the costs and expenses including, without limitation, court costs and attorneys' fees incurred by the Released Parties in connection with any such claim, action or suit brought in violation of this Release.

In addition to the forgoing, the Released Parties shall not be liable (1) for soil conditions, drainage or other general Site work, (2) for any defects in the Plans or (3) for the manner or quality or other circumstances of the construction of any Improvement or Structure conducted on any Lot or Site. This Release of Liability does not waive or modify the Waiver of Liability in the Bridgeland Covenants.

The Owner agrees and acknowledges (1) that the Released Parties are not responsible for ensuring the structural integrity or soundness of any Improvement or Structure or for ensuring compliance with the Codes, these Standards and other Applicable Laws and regulations and (2) that it is the sole duty of the Owner to determine if any proposed Structure or Improvement is structurally and mechanically sound and otherwise safe and to determine that the proposed Structure or Improvement is designed and constructed in accordance with the applicable Covenant, these Standards, the Codes, all Applicable Laws and sound practices.

All capitalized terms, unless defined herein, shall have the meanings assigned in the Commercial Planning and Design Standards.

Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

OWNER: \_\_\_\_\_