

Appendix “A”

CONSTRUCTION PACKET
McDADE ESTATES SUBDIVISION
ARCHITECTURAL CONTROL COMMITTEE

Please mail or deliver the Application for Review and supporting documentation to:

McDade Estates Property Owners' Association, Inc.
c/o Tom Oliver
1993 O'Grady Drive
Conroe, Texas 77304
Home Phone: 936-672-7474

McDADE ESTATES PROPERTY OWNERS' ASSOCIATION

APPLICATION FOR REVIEW OF NEW CONSTRUCTION OR REMODELING BY ARCHITECTURAL CONTROL COMMITTEE

Legal Description:	Section: _____	Lot: _____
Home Owner:	_____	General Contractor: _____

Address:	_____	Address: _____
	_____	_____

Home Phone	_____	Office Phone: _____

Mobile	_____	Mobile: _____

Email	_____	Email _____

Explanation of Proposed Improvements:

[illegible]

Proposed Start Date: _____

Required Completion

Date: _____ (Six Months After Proposed Start Date)

The Undersigned (“Home Owner(s)”) hereby request the McDade Estates Subdivision Architectural Control Committee (“ACC”) approval to construct the improvements described above in accordance with the Plans and Specifications submitted with this application. Home Owner(s) represent and agree as follows:

- Home Owner(s) and Contractor have received, carefully read, fully understand and agree to fully comply with the requirements set forth in the Declarations of the Restrictions, Covenants and Conditions of the McDade Estates Subdivision [“Deed Restrictions”] and the ACC Guidelines and Regulations [“ACC Guidelines”].
- Home Owner(s) understands and agrees that if the ACC approves this Application for Review along with the Plans and Specifications, but the agreements, representations, plans and specifications made or submitted by the Home Owner(s) are not complied with, the ACC will revoke and rescind its approval of the Application, the Plans, and Specifications, or any part thereof, and may order cease and desist of construction until a new Application with Plans and Specifications are submitted by the Home Owner(s) and approved by the ACC.
- Home Owner(s) understands that the City of Conroe will require a building permit(s) AFTER this Application for Review has been approved by the ACC.
- Home Owner(s) represents to the ACC that he/she/they have consulted with nearby surrounding Lot owners about the proposed improvements and DOES/ DOES NOT have their approval.

Please provide additional explanation concerning your neighbors’ approval or objections if necessary: _____

- Each Application made to the ACC must be accompanied by a COMPLETE set of the following documents as dictated in the ACC Guidelines:
 - ☐ Sign this Application for Review.
 - ☐ Two (2) Sets of Plans and Specifications for **ALL** proposed construction. The following is a list as applicable of the minimum required for your plans to be considered by the ACC for approval:
 - ☐ 1. **Detailed Site Plans** showing the location and dimensions of the proposed improvement. (A copy of a **Lot survey** is recommended showing relative distances and dimensions can be reviewed.)
 - ☐ 2. **Elevation Drawings** of **ALL** exterior sides of the structure.
 - ☐ 3. **Drainage Drawings** showing the direction of the flow of surface water from the improvement.
 - ☐ 4. A complete set of **Floor Plans** when applicable
 - ☐ 5. A complete list of **Construction Materials**.
 - ☐ 6. A complete set of **Framing Plans** including at a minimum the following:

- a. Wall Sections Showing Details of Construction
 - b. Ceiling and floor joist size, directions, and spacing
 - c. Building Section(s) showing structural details and materials required to clarify construction.
- ☐ 7. A complete set of **Color Samples of Exterior**
 - a. Exterior Paint Colors;
 - b. Brick Sample; and
 - c. Roofing Material Sample
- ☐ 8. If applicable, a complete set of **Swimming Pool or Spa Plans including** as a minimum:
 - a. Site Plan show location and dimensions of pool or spa related to other improvements
 - b. Plumbing Plan
 - c. Excavation Disposal Plan
- ☐ 9. When applicable, *Consent to Encroach* on an easement or *Release of Easement* by utility companies
- ☐ 10. Builder Name, Mailing Address, Telephone Numbers and Email Address

NOTE: APPLICATIONS, PLANS, OR SPECIFICATIONS WITH ANY MISSING DATA LISTED ABOVE OR AS LISTED OR REQUIRED UNDER THE DECLARATION OF RESTRICTIONS, COVENANTS AND CONDITIONS WILL BE CONSIDERED INCOMPLETE WITHOUT NOTICE TO THE HOME OWNER(S), AND INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR APPROVAL. ANY FAILURE OF THE ARCHITECTURAL CONTROL COMMITTEE TO ACT ON INCOMPLETE APPLICATIONS, PLANS, OR SPECIFICATIONS SHALL NOT CONSTITUTE APPROVAL. ANY FAILURE OF THE ARCHITECTURAL CONTROL COMMITTEE TO ACT ON ANY APPLICATIONS, PLANS, OR SPECIFICATIONS INCONSISTENT WITH OR IN VIOLATION OF THE DECLARATIONS OF THE RESTRICTIONS, COVENANTS, AND CONDITIONS FOR MCDADE ESTATES SUBDIVISION OR THE MCDADE ESTATES ACC GUIDELINES SHALL NOT CONSTITUTE APPROVAL.

The thirty (30) day review period allowed to the ACC does not commence until a completed application and all required documents defined herein are received.

By submitting this application for improvement, Home Owner(s) grants full access to the McDade Estates Property Owners' Association Board of Directors, or any representative of the Board of Directors, full access to the site of the improvement project for the sole purposes of ensuring that the improvement project is executed under the submitted Plans and Specifications as well as within the rules and regulations defined in the Declaration of the Restrictions, Covenants and Conditions of McDade Estates Subdivision and the ACC Guidelines and Regulations.

In addition to the requirements of the Deed Restrictions and Architectural Control Committee, the City of Conroe requires a building permit for all residential and commercial buildings constructed in the City.

Home Owner(s) are fully responsible for coordination with any and all utility companies. The McDade Estates Property Owners' Association Board and the McDade Estates Architectural Control Committee are not associated with any utility companies and do not coordinate or participate in any communications between the Home Owner(s) and the utility companies or the City of Conroe.

I HAVE READ AND FULLY UNDERSTAND THIS DOCUMENT AND AGREE TO ABIDE BY ALL SPECIFICATIONS ABOVE

Executed this _____ day of _____, 20__.

Home Owner(s):

Print Name: _____ Signature: _____

Print Name: _____ Signature: _____

APPLICATION RECEIVED BY ACC REPRESENTATIVE: _____

DATE RECEIVED: _____

PLEASE DO NOT WRITE BELOW THIS LINE:

This Application and the Plans and Specifications submitted have been:

☐ **Approved**

☐ **Denied**

☐ **Conditionally Approved based on:** _____

By:

Print Name: _____ Signature: _____

Title: _____ Date: _____