



Architectural Control Committee (ACC)

Mallards Cove Subdivision Home Owner’s Association

Application to Begin Construction of a New Home

Before submitting plans please consult your copy of the Declaration of Covenants, Conditions and Restrictions and the Design Guidelines for Mallards Cove Subdivision. It is the responsibility of the lot owner to prove the architect and/or contractor with a copy of this application. If the lot is builder owned, it is the responsibility of the builder to provide any prospective purchaser with a copy of the Declaration of Covenants, Conditions and Restrictions for Mallards Cove Subdivision.

Article Three:

3.2 Approval of Contractor, Plans and Specifications. The ACC must review and approve in writing all of the following items which relate to projects on the Property:

- (1) Contractor to be employed by an owner to construct improvements on a Lot
- (2) Construction of any building, fence, wall or other structure.
- (3) Any exterior addition, change, or alteration in any building, fence, wall, or other structure.
- (4) Any initial landscaping and subsequent, substituted landscaping projects, or grading of any Lot or Lots.

DETAILED PLANS MUST BE SUBMITTED WITH THE APPLICATION ALONG WITH A PLAT SHOWING THE LOCATION OF THE PLANNED CONSTRUCTION. APPLICATIONS MUST BE SIGNED BY THE PROPERTY OWNER AS WELL AS THE GENERAL CONTRACTOR. EACH PAGE MUST BE INITIALED. IT’S PREFERRED THAT THE APPLICATION, PLANS AND SURVEYS BE SUBMITTED IN PDF.

Date Submitted: _____

Property Owners:	
Current Address:	
Phone:	
Email:	
Lot:	
Property Address:	

General Contractor:	
Email:	
Business Phone:	
Cell Phone:	
TABA Member since:	

If not a member of TABA please supply three (3) references with addresses and phone numbers:

- 1. _____
- 2. _____
- 3. _____

OWNER _____ CONTRACTOR _____



SPECIFICATIONS FOR NEW HOME

Expected Start Date: _____ **Expected Completion Date:** _____

HOME:

Square Footage _____

Show setback lines on the plat.

Setbacks must be in compliance with setback requirements of the type of property defined.

EXTERIOR:

Materials and color _____

Exterior trim color _____

Windows WOOD _____ VINYL _____ OTHER _____

ROOF:

Material type _____ Color _____

DRIVEWAY:

Material _____ Distance from property line _____

SIDEWALKS:

Material _____ Sidewalks must be shown on drawing

FENCES:

Fence Material _____

Height _____ Color _____

Location of fence must be shown on the plat

POOL:

Description _____

Drawing of in-ground pool required. (Above ground pools are strictly prohibited)

BOAT HOUSE:

OWNER _____ CONTRACTOR _____



Mallards Cove Subdivision
I UNDERSTAND THAT:

Revised: November 23, 2020

The Architectural Control Committee (ACC) will approve or disapprove the application within 60 days of receipt of a complete application and all required documentation. Incomplete applications will not be considered. If the completed application is disapproved, the reason for the rejection shall be given to the applicant so corrective measures can be taken and a new application can be submitted.

The ACC can only approve improvements that are in compliance with the applicable codes, the covenants and restrictions and the Design Guidelines.

The Applicant/Property Owner (henceforth "owner") must provide the following prior to any consideration the ACC.

No work shall be instituted nor equipment delivered to the building site until the plans are fully approved by the ACC.

1. The application must be completed, signed, initialed and dated by the owner and the contractor.
2. One set of house construction plans is required. Plans must be professionally drawn to $\frac{1}{4}'' = 1'$ scale. These plans will not be returned to the owner but will be kept permanently on file with the ACC.
 - Floor plans must identify square footage of living areas, garages, porches, patios and decks.
 - Elevations must show front, rear, left and right sides with exterior material and roof plan view indicating pitch identified.
 - All revisions to the approved plans must be resubmitted to the ACC for review and approval. The approved drawings will be updated or marked up, initialed and dated.
3. Plot plan prepared by an architect at a scale of $1'' = 20'$ or $1'' = 30'$ and showing:
 - No trees removed at a distance greater than 5 feet from the building footprint. Tree survey and written approval are required prior to tree removals.
 - House location on lot and grade elevation variations.
 - Patios, decks, sidewalks and driveways.
 - Building setbacks and easement lines.
 - Corner pins.
 - Water line and central sewer locations for house connections.
 - Prior to construction of any structure, owners shall submit the design and engineering of appropriate drainage control structures that will direct excess water from impervious surfaces within the lot so that any water exiting the property will enter onto the road instead of neighboring lots. Natural surface drainage courses within lots must be kept free and clear of debris and obstructions which prevent free flow of storm waters.
 - All exterior lights must be located so as not to be directed toward neighboring lots. Down lighting and landscape lighting are encouraged.
 - Mailbox location must be included along with a material list. A mailbox may not be located on or at a collection box.
 - Landscape Plans must be submitted for approval prior to installation.

Preferred form of receipt of all applications, plans, surveys, etc. is in PDF format through email or flash drive.

OWNER _____ CONTRACTOR _____



Mallards Cove Subdivision

Revised: November 23, 2020

The Owner/ Contractor must agree to the following prior to any consideration by the ACC.

1. A silt fence is required prior to starting construction and dirt work around the building site of the property.
2. Curbs shall be spanned properly during all phases of improvement, including dirt work. Method of the proper spanning of the curb is to be determined by the Owner / Contractor.
3. During the periods of heavy rainfall or other conditions causing mud to be created on the building site, Owner / Contractor will be required to clean the street.
4. Owner / Contractor is fully responsible for the conduct of all sub-contractors including and not limited to community violations related to trash, littering, burning, loud music and unacceptable behavior.
5. Appropriate methods of trash disposal will be provided at all times and shall not be located on the street.
6. Contractor is fully responsible for following local, city and state laws and ordinances.
7. Cement trucks must be cleaned out only on the building site or at an area provided by the developer.
8. Concrete contractors maximum load per truck is 10 yards.
9. Only one (1) sign is allowed stating the builder on the lot during construction. No other contractor signs are allowed and will be disposed of, if needed. If the home is in The Parade of Homes, a variance may be requested.
10. A final inspection is required prior to move-in. Please notify Mallards Cove Developer upon completion of the home to schedule the inspection. The inspection will be for the exterior of the home only.

NOTE:

Failure to comply with these rules will result in a five (5) business day grace period to correct the issue. Community violations will result in a one (1) day grace period for correction. If the issue is not resolved within the grace period, a fine of \$100.00 per day will be charged to the builder until corrected. The third (3) "failure to comply" citation will result in construction being halted.

Variances Requested:

Please describe, in detail, any variance requests.

OWNER _____ CONTRACTOR _____



Article 3:11

NO LIABILITY. NO APPROVAL OF PLANS AND SPECIFICATIONS AND NO PUBLICATION OF DESIGN GUIDELINES SHALL BE CONSTRUED AS REPRESENTING OR IMPLYING THAT SUCH PLANS, SPECIFICATIONS, OR DESIGN GUIDELINES WILL, IF FOLLOWED, RESULT IN PROPERLY DESIGNED IMPROVEMENTS. SUCH APPROVALS AND DESIGN GUIDELINES SHALL IN NO EVENT BE CONSTRUED AS REPRESENTING OR GUARANTEEING THAT ANY RESIDENCE OR OTHER IMPROVEMENT BUILT IN ACCORDANCE THEREWITH WILL BE BUILT IN A GOOD AND WORKMANLIKE MANNER. REVIEW AND APPROVAL OF ANY APPLICATION PURSUANT TO THIS ARTICLE IS MADE ON THE BASIS OF AESTHETIC CONSIDERATIONS ONLY AND NEITHER THE DECLARANT, THE ASSOCIATION, THE BOARD OF DIRECTORS, ANY COMMITTEE, OR ANY MEMBER OF ANY OF THE FOREGOING SHALL BEAR ANY RESPONSIBILITY FOR ENSURING THE STRUCTURAL INTEGRITY OR SOUNDNESS OF APPROVED CONSTRUCTION OR MODIFICATIONS, NOR THE ENSURING COMPLIANCE WITH BUILDING CODES AND OTHER GOVERNMENTAL REQUIREMENTS, NEITHER THE DECLARANT, THE ASSOCIATION, THE BOARD OF DIRECTORS, ANY COMMITTEE, OR ANY MEMBER OF ANY OF THE FOREGOING SHALL BE HELD LIABLE FOR ANY INJURY, DAMAGES OR LOSS ARISING OUT OF THE APPROVED OR DISAPPROVAL OF OR NON-COMPLIANCE WITH ANY PLANS OR SPECIFICATION, THE MANNER OR QUALITY OF APPROVED CONSTRUCTION OR MODIFICATIONS TO ANY DWELLING UNIT.

I certify that I personally have read the Declaration of Covenants, Conditions and Restrictions of Mallards Cove. To the best of my knowledge, these plans conform to the deed restrictions. In the event that I have failed to comply with said restrictions, I will take the necessary measures to correct any issues within thirty (30) days.

_____	_____
Date Submitted	Owner
_____	_____
Date Submitted	Contractor

AFTER THIS APPLICATION HAS BEEN APPROVED OR REJECTED BY THE ARCHITECTURAL CONTROL COMMITTEE YOU WILL RECEIVE A COPY OF THIS FORM SIGNED BY THE ACC AND A FORMAL APPROVAL LETTER.

STATUS: DATE _____ APPROVED _____ REJECTED _____

GATE CODE ASSIGNED: _____

ACC CHAIRMAN SIGNATURE: _____

COMMITTEE MEMBER SIGNATURE: _____

COMMITTEE MEMBER SIGNATURE: _____

Comments from committee:

OWNER _____ CONTRACTOR _____



Mallards Cove Subdivision

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Application Instructions:

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Return to ACC at:

Email: grady@grlandmarkhomes.com

Address: 17565 Hwy 155 S.

Flint, TX 75762

Preferred form of receipt of all applications, plans, surveys, etc. is in PDF format through email or flash drive.

ACC Chairman contact info:

Name: Grady Rowland

Email: grady@grlandmarkhomes.com

Cell: 903-539-0777

Office: 903-509-4919

Fax: 903-509-4904

OWNER _____ CONTRACTOR _____



Builder / Contractor / Sub-Contractor Form

List bellow all sub-contractors who will need access to this property.

Business Name		Phone	
Business Address			
Business Name		Phone	
Business Address			
Business Name		Phone	
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OWNER _____ CONTRACTOR _____