

MCHA ARCHITECTURE CONTROL COMMITTEE
NEW CONSTRUCTION
Or
ALTERATION TO EXISTING STRUCTURE
APPLICATION

The Architectural Control Committee, as provided for in the Covenants for homes in McLean Hamlet, is responsible for maintaining high standards for design, development and maintenance of houses and lots. When an Owner wishes to construct or remodel the exterior of a house, an application must be made to the Committee using this form. The information will provide the Committee with the information necessary to review the proposed construction for compliance with requirements of the Covenants. **Applications must be submitted to the Committee at least 30 days prior to the anticipated start date.**

Address _____

Submittal Date _____, 20__

Anticipated Start Date _____, 20__

Size of Lot: _____

Square Feet of House (Heated & Air) _____ One Story Two Stories

Square Feet of Footprint of House _____

Property Owner(s) _____

Address: _____

City: _____ State: _____ Zip _____

Email Address: _____

Home Phone: _____ Business Phone: _____

Architect/Designer: _____ Phone: _____

Contractor/Builder: _____ Phone: _____

Type of Submittal: New Construction Landscaping Alteration/Remodeling

Description of Proposed Work: _____

SIGNATURE OF OWNER/S: _____

FOR COMMITTEE USE ONLY

Date: _____, 20__

Approved by: _____
Signature for ACC Committee

Approved as Noted: _____
Signature for ACC Committee
SEE CONTITIONS, NOTES, OR LETTER ATTACHED

Not Approved: _____
Signature for ACC Committee
SEE REASONS NOTED ON DRAWINGS, FORMS, OR LETTER ATTACHED

MCHA ARCHITECTURE CONTROL COMMITTEE

NEW CONSTRUCTION/ALTERATION TO EXISTING STRUCTURE/LANDSCAPING CHECKLIST

CHECKLIST

All the following applicable items must be included with Applications for review by the Architectural Control Committee. Please check off each applicable item. If an applicable item is not included, the Application will be returned for completion.

The Builders General Liability Certificate shall be included with the application.

A. SITE, EXCAVATION & DRAINAGE PLAN

- 1. Boundary survey with property lines and setbacks (distances to structures) with a Minimum Scale 1 inch = 20 feet.
- 2. Excavation, site clearing with tree removal plans. Show tree removal for trees greater than six inch diameter.
- 3. Topography at 1 foot contour intervals.
- 4. Show proposed finished floor elevation.
- 5. Proposed finished exterior grading elevations.
- 6. Drainage plan.
- 7. Building location(s) Include garage, decks and patios.
- 8. Driveways, walks, and parking. Indicate materials/finish/color.
- 9. Utility locations – TV, Phone, Water, Electricity, Sewer, Emergency Power Generators.
- 10. Privacy screening, fences and walls. Indicate materials/finish/color.
- 11. Pool plans. No above ground pools.
- 12. Arrow indicating north.

B. BUILDING PLAN

- 1. Minimum scale: ¼ inch = 1 foot.
- 2. Minimum Square Footage
- 3. Exterior door and window openings.
- 4. Exterior walls and partitions.
- 5. Exterior stairways.
- 6. Exterior lights.
- 7. Decks, patios and porches.
- 8. Electrical meter location.
- 9. Type and location of heating and cooling system, location of outdoor units.

C. BUILDING ELEVATIONS

- 1. Minimum scale: ¼ inch = 1 foot.
- 2. Street, sides and rear elevations.
- 3. All exterior features; doors, windows, roof, siding, trim, foundations, railings, etc...

D. LANDSCAPE PLANS, FEATURES AND EXTERIOR ACCESSORIES

- 1. Landscaping plans in compliance with Minimum Landscaping.
- 2. Outdoor Lighting (landscape up & down or accent lighting).

- 3. Additional installed features.
- 4. Satellite Dishes and Antennae locations.
- 5. Mail box and Newspaper tubes.
- 6. Flag Poles.
- 7. Dog Kennels and Pens.
- 8. Fountains, water features, ornamental objects, etc.

E. TEMPORARY STRUCTURES (to be used during construction)

- 1. Storage
- 2. Dumpster
- 3. Construction shack
- 4. Toilet (port-a-potty)
- 5. Staging Area/Material drop off/storage

F. BUILDING MATERIALS

- 1. Exterior type & pattern include color & materials.
- 2. Trim materials including color (attach color chips).
- 3. Brick or other accents, color and pattern.
- 4. Roofing, type, material and color.
- 5. Exterior openings
 - a. Doors (materials & finish)
 - b. Windows (materials & finish)
 - c. Skylights (materials & finish)
 - d. Garage doors (materials, finish)
- 6. Exterior paint, stain, type-finish, color (provide color chips)
 - a. Siding color: _____
 - b. Trim color: _____
 - c. Garage Door color: _____
- 7. Heating/Cooling system; type, location of exterior equipment, screening of equipment, etc.