



To: MUIRFIELD DESIGN CONTROL COMMITTEE

Application for: \_\_\_\_\_ **Outdoor Kitchen**    \_\_\_\_\_ **Pizza Oven**    \_\_\_\_\_ **Fireplace**

Date: \_\_\_\_\_ Lot #: \_\_\_\_\_ Phase # \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

This application is presented to the Muirfield Design Control Committee (MDCC) to request approval for proposed changes to my home. I understand that the Committee meets regularly, that they may take up to 30 days to respond to this request and will respond sooner, if possible. To expedite the process, please find enclosed 2 copies of this application, all relevant details and the design review fee. One copy of this application will be kept on file at the Association office and the other will be returned to me. I understand that approval is granted on a case-by-case basis. Pertinent parts of this application include:

- A site plan showing location of the proposed changes
- Detailed drawings of proposed project
- Details of materials, including color, style, dimensions, samples and brochures
- Proposed landscape materials, if applicable, including location, type and size
- Photos of the area where the proposed construction will take place
- Written explanation for the project
- Design Review fee payment as determined by the Association office, between \$50 and \$100, depending on scope of work.
- Expected Date of Completion \_\_\_\_\_

I understand that written approval from the Muirfield Design Control Committee must be obtained prior to installing any of the items. My signature below certifies my commitment to comply with all the requirements as outlined in the Design Standards and on the Guidelines.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## MUIRFIELD ASSOCIATION, INC.

### DETACHED STRUCTURES GUIDELINES

Certain types of detached structures are acceptable at Muirfield when they are designed to integrate with the design of the home by utilizing identical materials, colors and overall design characteristics. These structures must be constructed within the buildable area of the property. Structures such as privacy walls, fences, outdoor kitchens, fire pits, gazebos, pergolas, trellises, decks and patios must be consistent with the design of the main structure. They should be screened with landscaping to guarantee privacy. Metal storage sheds and other pre-fabricated outbuildings are prohibited.



Before making changes or additions to the exterior of your home, written approval must be obtained from the Muirfield Design Control Committee.. This guide sheet will assist you in preparing to submit an application to the Muirfield Design Control Committee. These guidelines are in accordance with the Muirfield Design Standards. The following are required for compliance:

1. Submit 2 complete applications including applicable drawings
2. Provide details and samples of materials, colors, finishes, brochures and other applicable information.
3. Provide photographs of the property where proposed structure is to be located.
4. Provide professionally-drawn, scaled drawings identifying all dimensions, materials, etc.
5. Provide a Landscaping Plan indicating the location of all existing landscaping. Identify any landscaping you propose to remove or add.
6. Provide design review fee payment as determined by the Association office, between \$50 and \$100, depending on scope of work.

If you have any questions, please contact the Association office, 614-889-0922.