



To: MUIRFIELD DESIGN CONTROL COMMITTEE

Application for: **Skylight Installation/Replacement**

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:

Skylight Materials: *(Dome and solar tube skylights are prohibited)*

- Manufacturer _____
- Series _____
- Window Type _____
- Exterior Color _____
- Photos of all elevations where skylights are to be installed/replaced
- Detail showing elevations where skylights are to be installed
- Written commitment that framework/flashing will be painted the color of the roof
- Design Review fee payment of \$10.00

My signature below certifies my commitment to comply with all the requirements as outlined in the Design Standards and Guidelines.

Owner Signature: _____ Date: _____

MUIRFIELD DESIGN CONTROL COMMITTEE
GUIDELINES FOR SKYLIGHT INSTALLATION/REPLACEMENT

Skylights are a great feature to fill the home with natural light and fresh air. They can transform conventional rooms into spaces that add value and quality to a home. The skylights may be fixed or vented style. The appearance on the exterior roofline must be non-invasive. Solar panels, solar tubes and sky tunnels are prohibited.



This guide sheet is designed to assist you in preparing an application to submit to the Muirfield Design Control Committee for your project. These guidelines are in accordance with the Muirfield Design Standards. All skylight changes or additions must be approved by the Muirfield Design Control Committee in writing prior to starting the project. Obtaining this approval is ultimately the responsibility of the property owner; however, the contractor may submit the request on behalf of the owner. The following are required for compliance:

1. Submit 2 complete applications including applicable drawings, photos, brochures, samples and fee.
2. Provide professionally prepared, scaled drawings with roof details showing skylight placement, dimensions and color. Exterior portions of skylights must be compatible with the roof color.
3. Photos of the existing roof where skylight is to be installed.
4. The skylight may be a fixed or vented style that presents a non-invasive appearance on the exterior roofline.
5. Approval is granted on a case-by-case basis.
6. Provide design review fee payment of \$10.00.