

MUIRFIELD ASSOCIATION, INC.
GUIDELINES FOR SUNROOMS OR SCREEN PORCHES,

1. All changes and/or additions to the property shall be approved by the Design Control Committee prior to any work beginning.
2. The architectural style of the home shall be taken into consideration when planning exterior changes.
3. Provide 2 sets of construction drawings with a site plan, elevations, dimensions, sizes, and all details. Include an exterior change application, completely filled out as part of the construction drawings.
4. Provide exterior changes/additions application, completely filled out and attached as part of the construction drawings.
5. Provide a site plan including the footprint of home on lot; indicate the location and dimensions of the proposed addition or any change to footprint of the home; indicate easements, build zones, property lines and siting of neighboring homes on either side of existing home.
6. Provide samples of all exterior finish materials - roof shingle, color swatches, brochures or cut sheets of garage door, entry door, window styles, EIF, davit, stucco finish, etc., all finish details shall be included as part of the exterior change application.
7. 4-sided architecture shall be incorporated in all remodeling changes. The dominant material at the front elevation shall extend in some fashion to the remaining elevations – using a water table, chimney, build-out, or continuing dominant material on new construction.
8. Natural materials, such as brick, stone, cedar or stucco, are encouraged when selecting exterior finishes for remodeling. The committee will consider stucco stone, cultured stone, brick filets, Cemplank, Hardiplank, or other composite siding when reviewing a remodel of an existing home where there is no brick ledge and construction of a brick ledge would prove a hardship.
9. All new construction shall be the same as existing in material, style and color.
10. Vinyl siding is not permitted. Metal-framed additions are not permitted.
11. Exterior chimneys shall be masonry. Stucco stone or cultured stone may be used on interior chimneys only.
12. Trash enclosures shall be used to confine refuse and debris during construction. Trash enclosures shall be cleaned and removed from the property on a timely basis.
13. Final grading of the lot shall accommodate proper drainage, using the City's master drainage plan. Water may not be permitted to pond or be forced onto neighboring properties.
14. A landscape plan shall be submitted for the committee's as part of the remodeling project. . Follow landscape requirements listed on attached sheets.

By deed, the Design Control Committee has thirty days to respond to your request. However, we try to respond within 10 – 14 days.

Provide two copies of your request – one copy will be kept on file in our office, the other copy will be returned to you.

There is a fee for remodeling projects - \$ 35 - \$175 - depending on the scope of the work.

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

MUIRFIELD ASSOCIATION, INC.
Design Review Application
For Sunrooms, Screen Porches, Decks, Deck Additions or Patios

DATE ____/____/____ PHASE ____ LOT # _____ STREET ADDRESS _____

LOT OWNER _____ PHONE # _____

BUILDER/CONTRACTOR _____ PLANS BY _____

ADDRESS _____ PHONE # _____

CITY _____ STATE _____ ZIP _____

Please complete and return this application in **DUPLICATE**, along with **TWO** sets of working drawings that include complete floor plans, elevations, sections and **TWO** copies of the site plan. The site plan must include: **full** lot with dimensions and bearings, all easements, side yards, all set-backs, all walks and drives, fences and walls, culverts, drains, swales, all existing trees over 2" caliper and proposed house location with decks and patios. The site plan must also reflect proposed first floor elevations as noted on the grading plan and curb elevations conforming to the Master Site Plan on file at Muirfield Association's office.

Drawings should be submitted for our review and approval AT LEAST 30 DAYS PRIOR to your proposed start of construction. No construction activity shall be permitted prior to written acceptance of these plans and specifications.

This Application is intended for use with the Muirfield Design Standards Booklet available from the Muirfield Association office.

CHECKLIST OF ITEMS NEEDED FOR REVIEW:

- Architectural drawings of plans/elevations (**TWO** sets)
- Site plan (**TWO** sets)
- If Deck is included, show elevations and railing detail
- Design Review Application (**completed in full**)
- Payment of fee for design review process (Current schedule follows)

_____	House Plan.....	\$225.00
_____	Garage Addition.....	\$175.00
_____	Room Addition.....	\$175.00
_____	Exterior Remodeling.....	\$175.00
_____	Pool/Fence and Landscape.....	\$ 75.00
_____	Landscape Plan (major landscape change).....	\$ 75.00
_____	Deck, Screened Porch, or Gazebo.....	\$ 35.00
_____	Trellis, Hot Tub and Fence.....	\$ 35.00

SUNROOMS SCREEN PORCHES DECK / DECK ADDITIONS OR PATIOS

(All new construction must match existing in color and materials)

WINDOWS/SCREENS:

Mfg. _____ Wood _____ Clad _____ Color-coated metal _____
Style _____ Finish _____ Color _____

SIDING:

Wood _____ Type _____ Finish _____ Mfg., Color & Color # _____
Stucco _____ Type _____ Finish _____ Mfg., Color & Color # _____
Brick _____ Type _____ Finish _____ Mfg., Color & Color # _____
Stone _____ Type _____ Finish _____ Mfg., Color & Color # _____

TRIM:

Wood _____ Type _____ Finish _____ Mfg., Color & Color # _____
Stucco _____ Type _____ Finish _____ Mfg., Color & Color # _____

ROOFING:

Mfg. _____ Type _____ Yr. & Wt. _____ / _____ Color _____

GUTTERS & DOWNSPOUTS:

Material and Color Name: _____

DOORS:

Mfg. _____ Type _____ Color _____

DECKS:

Material _____ Color _____

* Elevations and railing details must be included.

EXTERIOR LIGHTING:

Type _____ Location _____ Wattage _____ Color _____

PATIOS /WALKWAYS:

Material _____

* Location & dimensions must be indicated on drawings.

I certify that the plans attached are identical to those that I have or will submit to the Dublin City Building Department for permit request. Further, I agree that if any alterations to these plans or finishes listed are made, I will advise the Murifield Design Control Committee in writing.

APPLICANT SIGNATURE _____