



**To: MUIRFIELD DESIGN CONTROL COMMITTEE**

Application for A/C, Generator, Heat Pump

\_\_\_\_\_ **Air Conditioning Unit** \_\_\_\_\_ **Generator** \_\_\_\_\_ **Heat Pump**

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

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

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

This application is presented to the MDCC to request approval for proposed changes affecting my lot. 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 application process, please find enclosed 2 copies of this application and all relevant details. I understand that one copy of this application will be retained on file at the Association office and the other will be returned to me. Pertinent parts of this application submission include:

- Site plan showing footprint of house, property lines, easements, no-build zones
- On site plan, show the location and dimensions of the unit
- On site plan, show the location, number, species & size of all evergreen shrubs used to screen unit
- A brochure showing details of the proposed unit
- Photos of the area of proposed installation
- Design Review fee payment of \$15
- Expected Date of Completion \_\_\_\_\_

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

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

**MUIRFIELD ASSOCIATION, INC.**  
**GUIDELINES FOR AIR CONDITIONING UNITS, HEAT PUMPS AND GENERATORS**

**Utilities and Services:**

All utilities originate from easement areas on each lot and are underground. Initial installation or repairs may require trenching through the common elements. If this is necessary, written approval from Muirfield Association is required before starting the project. Wiring must be properly buried and the disturbed area must be completely restored.

All service wiring, entries and conduits must enter the home at ground level and may not be exposed on the outside of the house. Meters on the exterior of homes and other mechanical equipment must be screened from street and neighboring views with evergreen plant material for year-round coverage.

Generators, air conditioners, heat pumps and other forms of utilities must be mounted at the rear or side rear elevation of the home and tucked into an inconspicuous location. Evergreen shrubbery, at least 36" tall at planting, must be maintained to screen the exterior motor from year-round view. Residents are responsible for replacing plant materials of underground fencing (located in the easement area) that may be damaged/destroyed during utility work. Residents must keep shrubs at least ten feet (10') away from the opening of the utility structure and three feet (3') from the sides. Be conscious of neighboring homes when considering location, intervals of use, and noise emanating from the unit.

Window air conditioning units are prohibited.

**Submitting the application:**

Two complete applications including applicable drawings and brochures must be submitted to the Muirfield Design Control Committee (MDCC) prior to starting this project. The design review fee of \$15 must be submitted with the application.

1. Written approval from the MDCC must be obtained before any installation begins.
2. On a site plan showing the footprint of the house, property lines, easements and no-build zones, identify the proposed location of the unit and the number, species, and location of evergreen shrubs that are to be planted to screen unit.
3. Provide brochure of proposed unit identifying technical details.
4. Attach several photos of the area where the unit is to be located.