



**To: MUIRFIELD DESIGN CONTROL COMMITTEE**

Application for: **Roof Replacement**

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

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

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

This application is presented 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, relevant details and the application fee. 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.

The follow information is pertinent and submitted for your review:

**Roofing Material:**

- Manufacturer \_\_\_\_\_
- Series \_\_\_\_\_
- Weight \_\_\_\_\_
- Warranty \_\_\_\_\_
- Dimensional? \_\_\_\_\_
- Color \_\_\_\_\_
- Photos of house showing expanse of roof
- Skylight brochure and/or material samples, as applicable. (See Skylights guidelines)
- Design Review fee \$5
- Expected Date of Completion \_\_\_\_\_

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

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

## **MUIRFIELD ASSOCIATION, INC.**

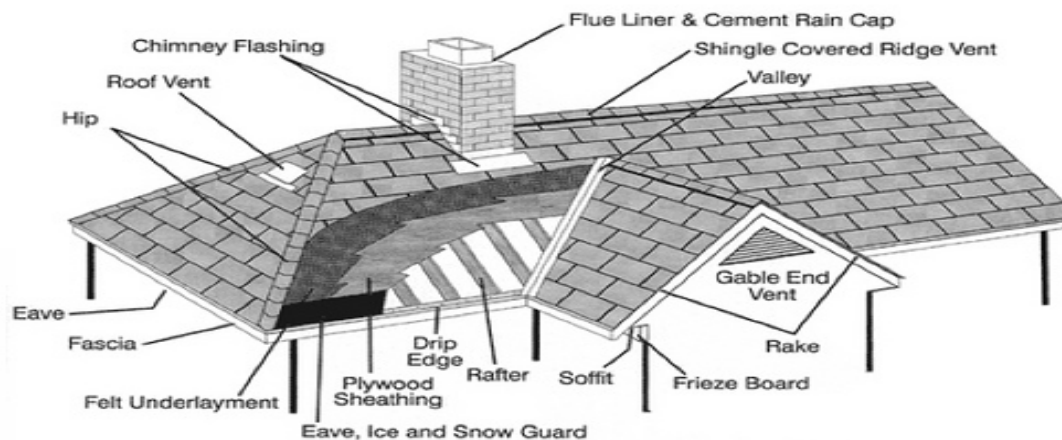
### **GUIDELINES FOR ROOFING REPLACEMENT**

#### **The Roof and Building Mass:**

Roof forms are one of the most highly visible components of a residence. Not only do they provide a vital function, but they contribute to and are integral to the overall residential design through the use of distinctive, defined styles and patterns.

The general shape of the roof, walls and appendages must fit in with the land and be compatible with neighboring homes. To be consistent with the Muirfield character, the shape and material used on the roof must be carefully chosen. In general, major roof slopes should be a minimum of 3/12 and a maximum of 12/12 pitch. The roof forms throughout the community should be compatible with one another to achieve homogeneous appeal. The roof must be consistent with the style of the residence utilizing architectural elements such as cornice treatments, roof overhangs with brackets, and richly textured materials. Multiple rooftops on varying levels on large residences will help break up the vertical mass of a residence.

Gable and hip roofs with minor variations and combinations of these two roof types are preferred. Shed roofs, when designed in a sensitive manner, are acceptable. This also applies to flat roofs when combined with gable, hip or shed roofing. Flat gambrel and mansard roofs are discouraged and are only permitted with specific approval of the MDCC.



Roof material on homes abutting the Muirfield Village Golf Club, homes visible from the golf course and certain other places, are to be heavy-weight wood shakes, left to weather naturally. Roofs in other locations must be asphalt shingles, metal, slate, or tile as approved by the MDCC.

Wide overhangs are strongly encouraged. A wide overhang provides protection to the home and helps the house hug the ground. Fascia and rake boards must be stained or painted to match roofs. Gutters and downspouts are to be painted to compliment the adjacent side walls. Roof fans, jack vents and flashing, with the exception of copper, are to be painted to match the roof.

Roof patching is prohibited. All roof replacements must be approved by the MDCC. The committee reviews new materials and colors as they come on the market. The Association maintains a limited supply of colors and roofing materials for viewing at the office.

Written approval from the Muirfield Design Control Committee must be obtained ***prior to starting the project***. The following are required for compliance:

1. Submit 2 complete applications including applicable photos, brochures and samples. Obtaining this approval is ultimately the responsibility of the property owner; however, the contractor may submit the request on behalf of the owner.
2. There are areas in Muirfield Village that require cedar shake roofs. Cedar shakes must be heavy-weight, hand-split or machine-split cedar shakes.
3. Besides cedar shake and dimensional asphalt shingles, standing seam, copper or other materials may be reviewed by the committee on a case-by-case basis. Determination of approval is at the sole discretion of the Muirfield Design Control Committee.
4. In areas where cedar shakes are not required:
  - a. Asphalt roof materials must be at least 270 pound per square
  - b. Roof materials must be dimensional shingle
  - c. Roof shingle color and series must be approved.
5. Patching or repairing limited areas of an existing roof is prohibited without prior written approval from the Muirfield Design Control Committee. In most situations, full replacement is required.
6. Provide photos of the house showing several views of the roof.
7. If the roof change includes replacement of skylights, follow the guidelines for skylights

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