



Phase I – 1<sup>st</sup> and 2<sup>nd</sup> Filing

Design Review Committee

Architectural/Design Review Application

*Pursuant to Declaration of Covenants, Conditions and Restrictions of Mackenzie Meadows Subdivision, this application is to be completed by the builder or homeowner and submitted to the Design Review Committee for approval prior to commencement of any work.*

**Submit This Application To:**

Mackenzie Meadows Design Review Committee  
c/o Todd Harp  
1605 Shiloh Road  
Billings, MT 59106  
todd.harp@century21.com

*Applications may be delivered in person to the above address by appointment or emailed to [todd.harp@century21.com](mailto:todd.harp@century21.com)*

The Declaration of Covenants for Mackenzie Meadows Subdivision require, before beginning the construction of any Improvement, any alteration of a Structure's exterior, or any landscaping changes, that the person desiring to erect, construct, or modify the same shall submit to the Design Review Committee a review application. Please allow 10 days upon receipt by the DRC for a decision from the DRC. If you are using heavy equipment, dump truck, Bobcat, fork lift, front end loader, excavator, or the like, it is the responsibility of the homeowner/builder to restore such areas that are impacted to their original state. Homeowner/builder must comply with S.W.P.P.P., Montana Department of Environmental Quality Guidelines.

***The following material is required in support of the application:***

1. The Building Plan/Site Plan submitted shall be similar to those submitted to the City of Billings' Building Department for a building permit (see Declaration of Covenants, Article 7, paragraph (6)(a) and (b)).
2. Landscape Plan (see Covenants, Article 7, paragraph (6)(c)).
3. Plans for any accessory building.

The Design Standards for construction are set forth fully in Article 8 of the Declaration of Covenants. In general, the following design standards are expected. This general description does not in any way modify the standards set forth in the Declaration of Covenants.

- The design of all Structures shall be traditional in aesthetics; the use of the traditional forms and design elements is encouraged. The design of all Structures should address the environment and homes customary to the community.
- All Structures shall be earth tone color hues or conservative and natural colors, which shall be approved by the DRC.
- Exterior walls of all buildings shall be sided with brick, stone, clapboard, wood or stucco like material. **No aluminum or vinyl siding shall be allowed.**
- There shall be no chain link, barbed wire, or wood fencing allowed in the Subdivision.

Application Date: \_\_\_\_\_ Building Contractor Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Lot Legal Description: \_\_\_\_\_  
Homeowner Name: \_\_\_\_\_

Signature of Building Contractor: \_\_\_\_\_

Signature of Homeowner: \_\_\_\_\_

The above applicant specifically acknowledges the DRC is not providing any opinion or review based upon compliance with any regulation, building code, engineering or architectural standards.

These plans have been reviewed for the limited purpose of determining compliance with the Design Standards set forth in the Declaration of Restrictions for Mackenzie Meadows. The materials submitted are reviewed for compliance with design standards established by the Board and Design Review Committee for Mackenzie Meadows. **No review has been made with respect to the safety, compliance, structural integrity, compliance with regulations, and no reliance on this approval should be made by any party with respect to any such matters.**

The undersigned expressly disclaims liability of any kind with respect to the plans submitted, the review hereof, or any structures built pursuant to approval granted herein.

Date Received by DRC: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature*

Disapproved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature*

Reasons for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Builder/Contractor or Owner) *Signature*