



To: MUIRFIELD DESIGN CONTROL COMMITTEE

Application for: **Driveway Changes**

Date: _____ Lot #: _____ Phase # _____

Name: _____ Address: _____

Phone: _____ Email: _____

This application is presented to the Muirfield Design Control Committee (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 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:

- Details of dimensions, shape, proposed materials and colors (samples, brochures, etc.)
- Photos of the existing driveway
- Design Review fee payment of \$20.00
- 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.

Owner Signature: _____ Date: _____

MUIRFIELD ASSOCIATION, INC.

DRIVEWAY GUIDELINES

Driveway access from the street should be easy and direct while not making the garage area overly important. The ideal driveway connects strongly with the front entrance making it easy for a person to use the front door. It is important that it be part of the entry garden, partially enclosing it with shrubs or a wall creating a real 'auto entrance'. Curved driveways and side-load garages are ideal. Garages should be placed so that the doors do not dominate the home. Side-load garages, garages set back from the main face of the home, or courtyard garages help to minimize the impact from the street.

Quality driveway paving is encouraged, using brick, pavers, natural-colored concrete, natural-colored stamped concrete or a combination of pavers and concrete. On sloping lots, consider 'sunken' or cut-in driveways. On flat sites, mounding may be considered to help driveways blend with their sites. Driveway dimensions and curb cuts are restricted by the City of Dublin. When planning to replace or enlarge a current driveway, check city requirements.

Asphalt driveways must be replaced when the asphalt is crumbling and/or gravel is showing through the top layer.

Asphalt driveways must be resealed when there are small cracks in the driveway. Resealing means using crack filler then brushing over the entire driveway with blacktop sealer. Asphalt driveways must be recapped or replaced if resealing is not adequate. Recapping means overlaying a heavy layer of blacktop over the entire driveway. Concrete driveways must be replaced completely if they are crumbling or cracked. Paver driveways must be maintained regularly. Grass/weeds must not grow between pavers. Use of an herbicide or other products may be necessary to permanently kill grass/weeds. Pavers may require being removed and reinstalled if heaving or settling occurs.



Written approval from the Muirfield Design Control Committee must be obtained prior to changing or replacing the driveway. These guidelines are in accordance with the Muirfield Design Standards. The following are required for compliance:

1. Submit 2 complete applications including applicable drawings, details and brochures.
2. Driveways must be constructed of asphalt, stamped concrete, tar-and-chip, natural-colored concrete, exposed-aggregate, pavers or brick.
3. Gravel driveways are prohibited.
4. The City of Dublin has specific requirements for width of pavement, amount of pavement permitted, double-curb cuts, driveway aprons, and turn-outs. Contact the City at 614-410-4667 for assistance before submitting the request to the MDCC.
5. Provide samples of materials, colors, finishes, brochures and other applicable information.
6. Provide photographs of the existing driveway where proposed work is to take place.
7. Provide a Landscape Plan indicating the location of all existing landscaping. Identify any landscaping you propose to remove or add.
8. Provide design review fee of \$20.00.

If you have any questions, please contact the Association office, 614-889-0922.