



To: MUIRFIELD DESIGN CONTROL COMMITTEE

Application for: **Driveway Changes**

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

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

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

This application is presented to the Muirfield Design Control Committee to request approval for proposed changes affecting my house. I understand that the Committee meets regularly, that they have 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 the following relevant details and the design review fee. I understand that one copy of this application will be maintained on file at the Association office and the other will be returned to me. This application submission includes all of the following applicable items:

- Details of dimensions, shape, proposed materials and colors (samples, brochures, etc.)
- Photos of the existing driveway
- Design Review payment fee of \$5.00
- 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 doors overly important. The ideal driveway connects strongly with the front entrance making it easy for a person to use the front door. It is idyllic 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 set back from the face of the house 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.

Special driveway paving is encouraged, using brick, pavers, textured 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.



Before making changes or additions to your driveway, written approval from the Muirfield Design Control Committee must be obtained **prior to starting this project**. This guide sheet will assist you in preparing to submit an application to the Muirfield Design Control Committee. 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, (including stamped asphalt and tar-and-chip), natural-colored concrete (including stamped concrete and exposed-aggregate concrete), 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 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 elevations where proposed work is to take place.
7. Provide a Landscaping Plan indicating the location of all existing landscaping. Identify any landscaping you propose to remove or add.

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