

MONTGOMERY TRACE PROPERTY OWNER'S ASSOCIATION

Architectural Control Committee

GUIDELINES FOR CONSTRUCTION DRIVEWAYS

I. SCOPE

These standards address guidelines which will satisfy the requirements for construction driveways, the subject of Article IV, Section 17 of the Covenants for Sections 1, 2, 3, 5, 6, 7, 8, 9 & 10, and in Article IV, Section 16 of the Covenants for Section 4. Requests that are complete and submitted to the ACC in proper form, including plans indicating that a Construction Driveway will be built in accordance with these Guidelines, will generally be favorably reviewed. Requests involving special circumstances not specifically covered by these guidelines will also be considered by the ACC, taking into account overall design, functionality, appearance, established neighborhood standards and community impact.

II. PURPOSE

The purposes of these guidelines are as follows: 1) Facilitate the approval process for property owners who must install a Construction Driveway as required by the Covenants; 2) Provide a list of things to think about when planning driveway and culvert projects; and 3) Publish a set of specifications for construction driveways which satisfies the intent of the Covenants (“prevent tracking of mud onto the streets”), and will be acceptable to the ACC. These guidelines contain design specifications which are intended to clarify the broad language contained in the above referenced sections of the Covenants.

III. THINGS TO THINK ABOUT FIRST

- A. Where Will the Permanent Driveway Be Located?** – Whenever possible the construction driveway should be placed where the permanent driveway is to be located. In this way, the medium used for the construction driveway can be used as a sub-base for the permanent driveway.
- B. What About the Culvert?** – A temporary or permanent culvert, at least sixteen (16) feet wide, must be installed before a construction driveway can cross the ditch. Culverts, temporary or permanent, must be approved by the Montgomery County engineer and by the ACC before installation. Sometime the County requires culverts when it doesn't look like a culvert is required. Always check with the County first to determine the location and diameter of the permanent culvert before installing the construction driveway so that only one (1) culvert pipe has to be purchased and installed.
- C. Do I Need to Survey My Property?** – When a party purchases property without an official survey they are not a fully informed buyer. The ACC strongly recommends that prospective buyers contract a licensed surveyor to survey the property and to prepare a 1” = 30’ drawing of the property. This drawing should contain all of the information shown on the recorded plat. Owner should insist that the surveyor deliver at least six (6) original machine plots, hand tracings or blue line drawings. Do not accept photocopied surveys. This is the best way to be sure that you understand where your property lines are actually located and where your construction driveway and temporary culvert will actually be located.

IV. DESIGN SPECIFICATIONS

- A. Materials of Construction** – Construction driveways shall be constructed of compacted rock, gravel, crushed limestone or better (cement stabilized shell, asphalt concrete). Note: The ACC considers the minimum spec to be washed limestone, or crushed concrete, with aggregate which has been graded to 1-1/2 inches diameter. Material that is predominantly “fines” is not acceptable for use on driveways.
- B. Thickness**
1. Construction driveways must constructed with a top layer of approved material which is at least four (4) inches thick, beginning at the edge of the street pavement and continuing the entire length of the driveway.
 2. Approved material which gets compacted into the sub-base due to wet weather or heavy equipment; or which is displaced for any other reason, must be replaced so that a four (4) inch thick layer is always clearly visible on top of the construction driveway.
 3. Old construction driveways on which the approved material is no longer visible are not acceptable and must be re-built in accordance with these specifications.
- C. Location** - Construction driveways start at, and must be tied into, the edge of the street pavement with the same approved material chosen to build the roadway itself.
- D. Width**
1. At the Street – The width of the construction driveway where it ties into the edge of the street pavement should be between sixteen (16) and twenty-four (24) feet.
 2. Across the Ditch – The width of the construction driveway where it crosses the ditch (and the culvert pipe) must be at least sixteen (16) feet.
 3. Beyond the Ditch – The construction driveway should be at least ten (10) feet wide beyond the ditch and onto owner’s property.
- E. Length** – The length of the construction driveway shall be the shorter of the following two (2) options.
1. From the edge of the street pavement to the foundation slab of the residence.
 2. From the edge of the street pavement to a point seventy-five (75) feet past the front property line of owner’s lot.
- F. Dressing Culvert Ends** – A minimum of four (4) inches of the same material used to construct the construction driveway must be used to dress both ends of the culvert to prevent erosion. Approved end dressing material which is compacted into the sub-base during wet weather, or by heavy equipment, or which is displaced into the ditch for any other reason, must be replaced so that a four (4) inch thick culvert end dressing is maintained and remains visible throughout the project, or until the permanent culvert is installed.

V. REQUEST FOR ACC APPROVAL

The Covenants require that written approval by the ACC be obtained before beginning installation of a construction or permanent driveway; temporary or permanent culvert; or any other improvement. The ACC has published Procedures and Check Lists to assist owners in the preparation of requests for approval. In order to avoid delays due to incomplete requests, owners should read the following ACC documents to be sure that all required information is provided with the first submittal.

1. Architectural Control Committee Procedures – REQUESTS FOR ACC APPROVAL

