



## Preliminary Plan Review Checklist

### Name of Residence

\_\_\_\_\_

### Lot Number

\_\_\_\_\_ \$300.00 Design review fee non-refundable

\_\_\_\_\_ \$6,000.00 performance, road damage and any damages incurred in or around surrounding properties (refundable)

\_\_\_\_\_ One full size set (24 x 36) and five reduced size sets (11 x 17)

### Site Plan:

\_\_\_\_\_ Lot & filing numbers with owner's and builder's and designer's name.

\_\_\_\_\_ Scale of 1:20 feet or larger, preferably 1:10

\_\_\_\_\_ Property lines with coordinates, and adjacent property lines within 20' of subject lot.

\_\_\_\_\_ Setback lines – label & dimensions

\_\_\_\_\_ Easements – label & dimensions

\_\_\_\_\_ Show adjoining roads and road names

\_\_\_\_\_ Proposed Utility locations.

\_\_\_\_\_ Existing topography (2' contour line min.).

\_\_\_\_\_ Proposed grading (drainage).

\_\_\_\_\_ Building location – footprint and roof lines. Please provide

\_\_\_\_\_ Driveway location / parking areas with grading and dimensions.

\_\_\_\_\_ Note square footage of lot.

\_\_\_\_\_ Other proposed improvements (deck, awnings, gazebos, greenhouses, pools, hot tubs, etc)

### Landscape Plan:

\_\_\_\_\_ Scale of 1:10

\_\_\_\_\_ Preliminary landscape & irrigation plans (if no irrigation, please note)

**Floor Plans and Roof Plan:**

\_\_\_\_\_ Scale – 1/4" = 1'-0"

\_\_\_\_\_ Note square footage

\_\_\_\_\_ Note exterior lighting locations – on elevations. Sample of outside lighting.

**Elevations:**

\_\_\_\_\_ Scale – 1/4" = 1'-0"

\_\_\_\_\_ Existing and proposed grade lines

\_\_\_\_\_ Floor and slab elevations.

\_\_\_\_\_ Materials labeled and samples of all exterior finishes, siding, rock, roof and window clad.

**Building Sections:**

\_\_\_\_\_ Scale – 1/4" = 1'-0"

\_\_\_\_\_ Sections through primary building forms

**Details:**

\_\_\_\_\_ Details of chimneys, exterior railings, decks, etc.