***Plan Review Checklist***

# Site Plan

[ ]  Scale (1”=20’)

[ ]  North Arrow

[ ]  Title block, including lot, name of project, owner and date

[ ]  Building location

[ ]  Line of Roof Overhangs

[ ]  Setbacks and easements

[ ]  Lot Size

[ ]  Natural Site topography @minimum 2’ contours (Prepared by licensed surveryor)

[ ]  Proposed finished grading and surface drainage plan

[ ]  Existing natural site features, including tree lines and all trees

[ ]  Location of antennas and/or satellite dishes

[ ]  Walks, decks, patios, retaining walls, ancillary structures, fences, gates, driveways and parking areas

[ ]  Utility locations and meter locations

[ ]  Any final location entry monuments

[ ]  All finished floor and roof elevations shown on plan

[ ]  Area calculations (original) and proposed finished site coverage

# Floor Plans

[ ]  Scale ¼” = 1’0”

[ ]  North Arrow

[ ]  Title block including lot, name of project, owner and date

[ ]  All exterior dimensions

[ ]  Door and window openings, locations and sizes

[ ]  Walls, porches, decks, balconies, and terraces with materials noted

[ ]  Exterior lighting plan (Submit style, wattage and color of proposed fixture(s) along with picture of fixture on separate document and submit with checklist

[ ]  Livable floor calculations

# Elevations (Prepared by a Colorado licensed Architect)

[ ]  Scale ¼” = 1’0”

[ ]  Title block including lot, name of project, owner and date

[ ]  Elevation of each exterior view (primary view to be colored rendered and submitted)

[ ]  Doors and window locations, material and color

[ ]  Roof material and slope

[ ]  Siding material, type and color

[ ]  Chimney material and height

[ ]  Chimney cap design, material and height

[ ]  Railings, material, type, color and dimensions

[ ]  Fascia and trim material, type and color

[ ]  Deck materials, type and color

[ ]  Location of all visible exterior lighting

[ ]  Skylight type and color

[ ]  Highest point of ridge line or parapet or top of chimney cap measured according to zoning regulations.

# Building height

[ ]  Finished floor elevation

[ ]  Proposed and existing grades shown on all elevations (must be coordinated with site plan)

[ ]  Garage door material and color

[ ]  All other materials, finishes and colors

[ ]  Specific window and door trim details

# Landscape Plan

[ ]  Scale 1” = 20’

[ ]  North Arrow

[ ]  Title block

[ ]  Building location

[ ]  Proposed roof overhangs

[ ]  Proposed finished grading plan depicting finished and existing contours

[ ]  Driveways, walks, terraces, patios, retaining walls and decks with materials listed

[ ]  Locations, quantity and size of all plants, trees, sod and seeded areas, etc. Include a planting legend showing size and number of trees and plants

[ ]  Location of irrigated areas

[ ]  Location and design of fences, meter and trash enclosures

[ ]  Description of re-vegetation and erosion control techniques

[ ]  Exterior lighting plan of outside area lighting with pictures and/or graphics illustrating design and wattage

[ ]  Location and design of sign columns and/or gates (if applicable)

[ ]  Detailed design of driveway entrance landscaping, revegetation and erosion control techniques

# Footing and Foundation Plan (Prepared by licensed Engineer)

[ ]  Scale ¼” = 1’0”

[ ]  Title Block including lot, name of project, owner and date

[ ]  Footing and foundation plan

# Non Drawing Items

[ ]  Completed Application Form

[ ]  Construction Schedule

[ ]  Color board, or any other vehicle, to show exterior materials and colors to include exterior materials and stain, paint colors.

[ ]  Currently no design review or landscape compliance fee is required.

# SUBMISSION SUMMARY

# ARCHITECT COMMENTS:

SIGNATURE AND LICENSE NUMBER

# DESIGN REVIEW COMMITTEE

# COMMENTS:

[ ]  APPROVE AS SUBMITTED

[ ]  APPROVE PER STIPULATIONS NOTED

[ ]  NOT APPROVE

DRC SIGNATURES AND DATE

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HOME STAIN/ PAINT

 MODIFICATION REQUEST

PLEASE SUBMIT COLOR SAMPLE:

STREET ADDRESS:

OWNER:

CURRENT ADDRESS:

CITY, STATE, ZIP CODE:

PHONE NUMBER:

LOT#:

CONTRACTOR NAME AND NUMBER:

ESTIMATED START AND FINISH DATES:

REQUEST FOR VARIANCE

VARIANCE GUIDELINEVARIANCE

STREET ADDRESS:

OWNER:

CURRENT ADDRESS:

CITY, STATE, ZIP CODE:

PHONE NUMBER:

LOT#:

REASON FOR DESIGN GUIDELINE VARIANCE REQUEST:

CONTRACTOR NAME AND NUMBER:

ESTIMATED START AND FINISH DATES: