

CRYSTAL CROSSING AT CASTLEMAINE

DESIGN REVIEW SUBMITTAL CHECKLIST

New Construction/Remodel/Additions-

Preliminary & Final Plan Submittal

- Design and Improvement Request Form completed;
- Submittals must be delivered seven days prior to DRC meeting;
- Plan Review Fee paid;
- Site/Survey Plan (24" x 36") w/ Lot #, Block #, Address, Owner & Builder listed;
- Set Backs shown and verified; varies per lot; see recorded development plan;
- 2' Grading Contours indicated (existing and proposed); DESC information included; Driveways and sidewalks indicated;
- Retaining walls indicated;
- Floor Plans submitted;
- Elevations for all build sides shown;
- Color Board submitted (2'x2');
- Architect & Builder Qualification submitted:
- Minimum Floor Area indicated and verified (Ranch- 2,200 SF; 2-Story- 2,600 SF (1,500 SF Main Level; 1,100 SF 2nd Level));
- Roof pitch and roof overhang.
- Architectural Standards – Massing proportions and overall scale of the building in relationship to the site, architectural detail, exterior continuity and, foundation foot print
- Decks and Stairs indicated; verify exterior materials proposed;
- Garage information indicated (minimum 2 doors and 3 stalls provided; tandems do not qualify for 3 stall requirement);
- Roofing material indicated (minimum of 40 year life, high definition or raised profile);
- Fencing type and placement indicated (no front yard fencing allowed);
- Landscaping indicated (verify minimum, plant quantities, and sizes);
- Front and back yard landscaping must be completed within six (6) months of Certificate of Occupancy. Committee encourages front yard landscaping to be completed at CO.