

Skyland Community Association

PRELIMINARY REVIEW CHECKLIST

Designer/ Architect	SCA Manager
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1. All submitted plans must be prepared and stamped by a licensed architect.

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2. Design Review Packet Acknowledgement (Appendix C) signed.

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3. Liability Waiver (Appendix D) signed.

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4. Application for Design Review (Appendix E) signed.

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5. Plans (Architectural quality – size D paper with title blocks).

A. Site Plan – 1 copy

- 1) Prepared by a licensed engineer or architect. (min. scale 1" = 20')
- 2) Name, address and phone number of lot owner.
- 3) Lot boundaries and setback/building envelope marked.
- 4) North arrow.
- 5) Existing (dashed 2 foot contours) and modified (solid 2 foot contours) topography and approximate cut and fill volumes.
- 6) All significant existing vegetation or features.
- 7) Drainage Plan and Drainage Features.
- 8) Outlines of all planned structures (roof ridge and valley lines are recommended).
- 9) Proposed driveway(s) and parking, with material noted.
- 10) Utility easements and exterior utility meters proposed locations.
- 11) Erosion control plan (if applicable).
- 12) Preliminary landscaping plan with required points.

B. Building Plan / Elevations – 1 set (24" x 36"), 5 sets (8½" x 11" or larger) and electronic PDF files. (min. 1/8 inch = 1 foot)

- 1) Specification list noting exterior materials, colors and specs.
- 2) Roof pitches.
- 3) Overhang length dimensions.
- 4) Building height dimensions.
- 5) Grade elevations

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- 6) Visual depiction of siding material.
- 7) Floor Plans – 1 set (24" x 36"), 5 sets (8½" x 11" or larger) and electronic PDF files. (min. 1/8 inch = 1 foot)
 - a) Square footage for each floor.
 - b) Dimensioning adequate for planning purposes.

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6. Other pertinent information.

- A. Planned construction timetable (start, finish, landscape, utility hookup).
- B. Geotechnical report (if applicable).
- C. Chimney finish specifications (cap, spark arrestor, etc.).
- D. Completed calculations sheet form (provided by the SCA).
- E. Any other pertinent information to the project or site.

Design Notes:

- ♦Heavy fascia boards (minimum 2" x 10") are required.
- ♦Support posts and structural accent details are encouraged to be heavy in nature.
- ♦Main entrance should be prominent and entrance details are encouraged.

General Notes:

- ♦Preliminary design review meeting scheduled after design review package has been received and approved for review.
- ♦Copies of all plans become the property of the Skyland Community Association.

**** Attach this checklist to the preliminary review drawing package****

Date: _____

Property Information:

Property: _____

Owner: _____