

DESIGN REVIEW SUBMITTAL CHECK LIST 6-3-21

Plans submitted

- Buildings: (scale 1/4" = 1' or 1/8" = 1")
- Landscape: (scale 1" = 10' or 1/8" = 1')

1. PRE-DESIGN CONFERENCE (Must occur prior to commencement of design)

- Confirm sign off on conditions depicted in the Individual Lot Plan (to be completed at time of lot purchase)
- Review Design Guidelines, CC&Rs and Utah County codes and ordinances
- Schedule meeting with a member or members of the ADRC on site
- Discuss driveway configuration and any special site opportunities and constraints
- Obtain copy of Design Review Application
- Ask and answer questions related to the design and approval of residences at The Cottages

2. PRELIMINARY DESIGN SUBMITTAL (6 Month Validity, Design Review Fee \$500)

- Site plan with topography
- Survey with legal description
- Floor plans
- Exterior elevations
- Preliminary landscape plan
- Preliminary lighting plan
- Supplemental drawings, materials and studies requested during the Pre-Design Conference
- Review fee and application RESULT: Approval or denial from the ADRC within 30 days

3. FINAL DESIGN SUBMITTAL (12 Month Validity, Design Review Fee \$500)

- Final site plan
- Final floor plans
- Roof plan
- Building section
- Exterior elevations
- Materials sample board for exterior materials
- Final landscape plan
- Final lighting plan
- Construction site plan
- Complete set of construction documents (plans and specifications)
- Structural certifications
- Construction time schedule
- Proof of bond RESULT: Final approval or denial from the ADRC within 30 days

4. OBTAIN COUNTY BUILDING PERMIT

5. CONSTRUCTION COMMENCEMENT (within 12 months of final ADRC approval)

6. CERTIFICATE OF FINAL CONSTRUCTION APPROVAL

- Issued by the ADRC upon completion of construction and all required inspections
- \$2500 Construction Impact (Road) Fee Due