

SIGN - OFF
DRC CHECKLIST

DRC CASE # - _____ PROJECT NAME - _____

*****PLANS WILL NOT BE ACCEPTED WITHOUT THE FOLLOWING:*****

1. APPLICATION:
Review Application for Accuracy & Completeness ____
2. FOUR (4) SETS OF PLANS SIGNED & SEALED (including one (1) pdf digital copy on CD) ____
 - A. BOUNDARY SURVEY ____
 - B. SITE PLAN ____

Site plans shall be dimensioned at 1" = 20'. If the site is too large to place a 1" = 20' site plan on one sheet, provide a master site plan at 1" = 40' and match sheets at a scale of 1" = 20'

A master site plan is required for all phased development
 - C. LOCATION MAP ____
 - D. BUILDING ELEVATIONS ____
 - E. FLOOR PLANS ____
 - F. SECURITY PLANS ____
 - G. CERTIFIED LIGHTING PLANS ____
 - H. SEPARATE LANDSCAPE PLANS ____
 - I. ENGINEERING PLANS ____
 - J. SIGNED AND SEALED DRAINAGE CALCULATIONS ____
3. PAINT APPROVAL ____
4. SIGN-OFF FEE – Residential: \$470.00 ____
Non-Residential: \$427.00 ____

SIGNED _____ DATE _____