



PRELIMINARY DRC CHECKLIST

**** ALL DOCUMENTS MUST BE SUBMITTED BY 12 NOON ON WEDNESDAY ****

PROJECT NAME: _____ **PROJECT ADDRESS:** _____

1. DRC APPLICATION ATTACHED, SIGNED AND NOTARIZED ____
(Only 1 original application is required)
2. CHECK (MADE OUT TO THE CITY OF CORAL SPRINGS) ____
3. FULL DESCRIPTIVE NARRATIVE THAT DETAILS ENTIRE SCOPE OF WORK ____
4. OWNERSHIP AND ENCUMBRANCE REPORT ____
5. SEPARATE PLAN SHEET IDENTIFYING ALL ASPECTS OF **LEED** CERTIFICATION THAT WILL BE IMPLEMENTED FOR THIS DEVELOPMENT ____
(Staff will provide a LEED checklist to facilitate this requirement)
6. INCLUDE ONE (1) PDF DIGITAL COPY OF ALL SUBMITTAL DOCUMENTS ON CD ____
7. SUBMIT **SEVEN** [7] **24"X 36"** PACKAGES CONTAINING THE ITEMS BELOW:
 - All sheets are required to be signed & sealed with each set stapled and folded.
 - 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 developments.
 - Please see the Guide to Site Plan Submittal Requirements for detailed information on package contents.
 - A. COVER SHEET WITH LOCATION MAP ____
 - B. ALTA SURVEY ____
 - C. SITE PLAN ____
 - D. BUILDING ELEVATIONS ____
 - E. FLOOR PLANS ____
 - F. LANDSCAPE PLAN (recommended) ____
 - G. EXISTING TREE SURVEY(recommended) ____
 - H. IRRIGATION PLAN (recommended) ____

SIGNED: _____ DATE: _____

Fees: Residential - \$1,234 plus \$3.50 per unit ____
Non-Residential - \$1,307 plus \$3.50 per 100 building square feet ____

STAFF ONLY

DATE STAMP PLANS AND APPLICATION AT SUBMISSION

DRC CASE #: _____ DATE: _____