

Sign-Off DRC Checklist

****All documents must be submitted by postal mail****

****A digital copy must be included****

Project name _____ Project address _____

- DRC application attached, signed, and notarized (only one original application is required)
- Check made payable to the City of Coral Springs
- Ownership and encumbrance reports (updated, if necessary)
- Include one (1) PDF digital copy of all submittal documents on CD
- Submit four (4) 24"x36" packages containing the items below

Note:

- All sheets are required to be signed and sealed, with each set stapled and folded.
- Site plans shall be dimensioned at 1"=2'-". 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.

- Cover sheet with location map
- Atla survey
- Site plan
- Building elevations
- Floor plans
- Security plans
- Certified lighting plans
- Separate landscape plans
- Existing tree survey
- Irrigation plans
- Engineering plans
- Signed and sealed drainage calculations
- Paint application

Fees: Residential \$532.34
Non-residential \$484.60

Staff Only

Date stamp plans and application at submission

DRC case # _____ Date _____

Signature & date