PRELIMINARY DRC CHECKLIST

** ALL DOCUMENTS MUST BE SUBMITTED BY POSTAL MAIL **

** A DIGITAL COPY MUST BE INCLUDED **

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 FOUR (4) 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 - $1,280 plus $3.63 per unit ____
      Non-Residential - $1,356.27 plus $3.63 per 100 building square feet ____

STAFF ONLY
DATE STAMP PLANS AND APPLICATION AT SUBMISSION

DRC CASE #: __________________________ DATE: __________________________

Effective as of 04/06/20