

**COTTON RANCH DESIGN GUIDELINES
APPENDIX L
MAY 2020**

MISCELLANEOUS IMPROVEMENT & TEMPORARY STRUCTURE REVIEW CHECKLIST

The following checklist is supplied to help you prepare your submittal. This checklist is relevant to minor improvements, i.e. installation of fences, trampolines, new windows, etc. Additions or major remodels should use the Plan Review Checklists. Note that (*) items are required for submittal. Submit additional information as necessary to fully describe your proposed improvements.

Two complete sets (36 x 24 size) and one electronic copy of the drawings required:

Survey

- _____ Title Block
- _____ Easements and Setbacks
- _____ Existing natural site features
- _____ Existing buildings & structure

Note: This survey must be stamped by a licensed surveyor.

Site Plan (*)

- _____ Scale
- _____ North Arrow (*)
- _____ Title Block, incl: Lot/Block/Filing, name of project, owner, date (*)
- _____ Existing building location & major site features (*)
- _____ Existing and proposed grade elevations
- _____ Proposed improvements relative to existing structures (*)

Elevations

- _____ Scale 1/8" = 1'-0", minimum size
- _____ Title block
- _____ Elevation of existing relevant exterior view showing major building elements
- _____ Elevation of proposed relevant exterior view showing major building elements
- _____ Proposed and existing grade
- _____ General material notes & specifications of proposed materials
- _____ Exterior stone calculations, if necessary
- _____ General material notes & specifications of proposed materials
- _____ Exterior stone calculations, if necessary