

**DESIGN REVIEW COMMITTEE CHECKLIST**

Name: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Lot #: \_\_\_\_\_

Date: \_\_\_\_\_

Complete the following checklist and provide the information discussed below.

Owner's Name: \_\_\_\_\_

Phone Number:

\_\_\_\_\_

Subdivision: \_\_\_\_\_

Lot: \_\_\_\_\_

Date:

\_\_\_\_\_

1. Is the residence total square footage and footprint square footage within limits for the particular lot? See the supplemental CC&Rs for each subdivision.

Yes \_\_\_\_ No \_\_\_\_

Max Square Footage Allowed: \_\_\_\_\_ SF  
(This number excludes the garage square footage.)

Upper level Square Footage: \_\_\_\_\_ SF

Main Level Square Footage: \_\_\_\_\_ SF

Lower Level Square Footage: \_\_\_\_\_ SF

Total Square Footage: \_\_\_\_\_ SF

Max Footprint Allowed: \_\_\_\_\_ SF  
(This number includes the garage square footage.)

Total Footprint Square Footage: \_\_\_\_\_ SF

Max Garage Square Footage: \_\_\_\_\_ SF

Total Garage Square Footage: \_\_\_\_\_ SF

For garages over the maximum square footage, any excess square footage above what is allowed shall be counted against the maximum amount of floor area allowed on any lot. See each subdivision's supplemental CC&R's for the maximum garage square footage allowed.

2. For Mahogany Hills – All roof pitches must be between 4/12 and 12/12? Note the roof pitches on the elevations.

For CD, CDE, CDEII, WDC the roof pitches must be between 4/12 and 9/12? **Note the roof pitches on the elevations.**

3. Are all roof heights less than or equal to 28 feet measured at the natural and final grade to a point halfway between the eaves and ridgeline?

Yes \_\_\_\_ No \_\_\_\_

Measured Height from natural and final grade to halfway point at most critical point:

\_\_\_\_\_ft

4. Are lines for the natural and final grade clearly shown on all elevations? The scale used should be 1/4" equals 1'.

Yes \_\_\_\_ No \_\_\_\_ Sheet Nos. \_\_\_\_\_, \_\_\_\_\_

5. Do all elevations accurately represent the exterior surfaces of the home without nonessential lines or markings but showing all exterior materials to be used? All exposed concrete basement walls must be finished preferably with plaster.

Yes \_\_\_\_\_ No \_\_\_\_ Sheet Nos. \_\_\_\_\_, \_\_\_\_\_

6. Are all walls shorter than 30 feet in length? There must be a break in the wall such as a change in direction, roof alignment, wall offset (pop-out of 24 inches or more) or elevation before 30 feet in length. Yes \_\_\_\_ No \_\_\_\_

7. Is there an adequate landscape plan? Yes \_\_\_\_ No \_\_\_\_ Sheet No. \_\_\_\_\_

For safety and aesthetic reasons, vertical cuts of more than four feet must be retained. The Design Review Committee must approve the plans for how the vertical cut will be retained.

8. Is there a surveyor-stamped site plan with the home placed on the lot? Are the topography, limits of disturbance and setbacks shown on the site plan and the scale used 1" equals 10'?

Yes \_\_\_\_ No \_\_\_\_, Sheet No. \_\_\_\_\_

Once the footing forms are in place, the certified surveyor must return to the job site to confirm the location and depth of the footings are as approved by the Committee and provide a letter informing the Committee of that fact.

9. Are all overhangs at least 24 inches measured from the finished exterior wall or post to the nearest point of the lower edge of the finished fascia?

Yes \_\_\_\_ No \_\_\_\_

10. For CDE and CDEII, if a building pad is specified, is the residence within the area designated on the plat as the “building pad”?

Yes \_\_\_\_ No \_\_\_\_ N/A \_\_\_\_ Sheet No. \_\_\_\_\_

11. If the basement is being excluded from the living space square footage allowed, show the calculation for the basement wall surface area below grade for every wall on each elevation on your plan. Multiply the length of each wall by the height of the wall to get the total square footage for the surface area of the basement. 80% of that surface area must be below final grade. Are calculations shown on a separate sheet included with the plans?

Yes \_\_\_\_ No \_\_\_\_ N/A

12. Are all exterior lights designed to aim downward and limit the field of light to the confines of the lot on which it is installed? **Attach a picture of the exterior lights to be used to this checklist.**

Yes \_\_\_\_ No \_\_\_\_

13. Are all structural improvements (including decks and all roof overhangs) within the building envelope and not encroaching into any of the setbacks?

Yes \_\_\_\_ No \_\_\_\_

Setbacks: MH, CD, CDE, CDEII, WDC 14-17 & 21

Front – 25’

Back – 35’

Sides – 12’

WDC (except 14-17 & 21)

Front – 15’

Back – 15’

Sides – 5’

14. Do all floor plans use the scale ¼” equals 1’ and is the total square footage for **each floor** shown on the plans? Is the garage square footage shown on the plans?

Yes \_\_\_\_ No \_\_\_\_ Sheet No. \_\_\_\_\_

15. Are the undersides of any decks planned to be more than three feet above grade completely screened with soffit stained to match the house?

Yes \_\_\_\_ No \_\_\_\_ Sheet No. \_\_\_\_\_

16. Are there two copies of all paper plans including: site plan, floor plans, elevations, grading plan, and landscaping plan?

Yes \_\_\_\_ No \_\_\_\_ Sheet No. \_\_\_\_\_

17. Has a color board been provided with color samples for all exterior materials to be used including the following: roof, windows, wall material, deck railing, trim, front and garage doors? A picture of the exterior lights to be used must be attached to this completed checklist.

Yes \_\_\_\_ No \_\_\_\_\_ Sheet No. \_\_\_\_\_

18. Are all exposed concrete wall surfaces plastered?

Yes \_\_\_\_ No \_\_\_\_\_

19. If you are using asphalt shingles, is the asphalt shingle application form filled out with the appropriate Certainteed Presidential TL shingle color written in?

Yes \_\_\_\_ No \_\_\_\_\_

In addition, please check to make sure the following restrictions are complied with:

20. There are no mansard, fake mansard, gambrel, joined shed or domed roofs. Checked \_\_\_\_\_

21. There are no vertical exterior walls extending more than two stories without setback or variation. Checked \_\_\_\_\_

22. On homes with more than two levels (including those with walkout basements), is the perimeter of the upper level equal to 40 percent or less of the combined perimeters of the upper level and the main level? Calculate the perimeter of the upper and main levels.

Upper Level \_\_\_\_\_ lineal feet

Main Level \_\_\_\_\_ lineal feet

23. The area under any deck shall not be used for storage of equipment, firewood, building material, or similar material unless the area under is enclosed with, at a minimum, siding stained to match the house. Checked \_\_\_\_\_

The information provided above is correct to the best of my knowledge.

\_\_\_\_\_  
LOT OWNER SIGNATURE

\_\_\_\_\_  
DATE

SUGGESTIONS (not required)

Electrical outlets in the eaves (for heat tape or Christmas lights)

All garage doors should be no less than 8 feet in height.