



**PRELIMINARY DESIGN SUBMITTAL**

THE ARCHITECT MUST COMPLETE THIS FORM AND INCLUDE ALL THE MATERIALS REQUIRED IN THE CHECKLIST.

<b>Submittal Date:</b>	<b>Owner:</b>	<b>Architect's Signature:</b>	<b>Date:</b>
<b>Homesite No.:</b>		<b>Address:</b>	
<b>Architect:</b>		<b>Address:</b>	<b>Phone:</b>
<b>Firm:</b>		<b>E-mail:</b>	<b>Fax:</b> <b>Cell:</b>
<b>Gross Square Footage of Heated Livable Space:</b>		<b>Amount of Square Footage Change from Previous Submittal [if applicable]:</b>	
<input type="checkbox"/> <b>Preliminary Design Administrative Fee</b> <input type="checkbox"/> 0 – 3,250 s.f.:..... \$ 2,400 <input type="checkbox"/> 3,251 – 6,000 s.f.:..... \$ 3,600 <input type="checkbox"/> Over 6,000 s.f.:..... \$ 3,900		<input type="checkbox"/> <b>Preliminary Design Resubmittal Submitted for Review by:</b> <input type="checkbox"/> Lahontan Covenants Commission <input type="checkbox"/> Administrator Only	
<input type="checkbox"/> If Additional Square Footage Added Since Previous Submittal Increments Fee to Next Fee Bracket, Include \$1,000			
<b>Please make checks payable to LAHONTAN Design Review</b>			
<p><b>GENERAL REQUIREMENTS</b></p> <input type="checkbox"/> Design Review Administration Fee <input type="checkbox"/> Statement of Intent by Architect <input type="checkbox"/> 1 Set of Drawings [loose, not stapled] <input type="checkbox"/> Model <input type="checkbox"/> Site Staking <p><b>SITE ANALYSIS PLAN</b> Scale 1"=20' or 1/16"=1'-0"</p> <input type="checkbox"/> Entire Property Shown <input type="checkbox"/> Property Boundaries Shown <input type="checkbox"/> Easements <input type="checkbox"/> Setbacks <input type="checkbox"/> Edge of Pavement and Location of Adjacent Roads <input type="checkbox"/> Building Footprint of all Proposed Structures <input type="checkbox"/> Window Locations <input type="checkbox"/> Patios, Porches, Decks, Terraces <input type="checkbox"/> Location of Proposed Spa [if applicable] <input type="checkbox"/> Driveway, Parking Area[s] <input type="checkbox"/> Projected Perpendicular Lines of Sight from Garage Doors <input type="checkbox"/> Locations and Identifications of Adjacent Common Areas and Activity Zones <input type="checkbox"/> Locations of Adjacent Homesite Boundaries and Setbacks <input type="checkbox"/> Locations of Existing and Proposed Improvements on Adjacent Parcels with Adjacent Windows Located <p><b>FLOOR PLANS</b> Scale 1/4"=1'-0" or 1/8"=1'-0"</p> <input type="checkbox"/> Floor Area for Each Level <input type="checkbox"/> Patios, Porches, Decks, Terraces, Site Walls <input type="checkbox"/> Window Locations <input type="checkbox"/> Finish Floor Elevations <input type="checkbox"/> Refuse Can Enclosure Located	<p><b>SITE PLAN</b> Scale 1/8"=1'-0"</p> <input type="checkbox"/> Entire Property Shown [if possible] <input type="checkbox"/> Existing and Proposed Topography, Minimum 2 foot contours <input type="checkbox"/> All Trees 4 inches d.b.h. and Larger with Species Noted and Actual Measured Canopy Drip Lines Drawn <input type="checkbox"/> All Trees to be Removed <input type="checkbox"/> All Special Terrain Features to be Preserved <input type="checkbox"/> Property Boundaries Shown <input type="checkbox"/> Easements <input type="checkbox"/> Setbacks <input type="checkbox"/> Snow Storage Areas <input type="checkbox"/> Edge of Pavement <input type="checkbox"/> Proposed Construction Activity Zone (Include Driveway Access and Temporary Fencing for Utility Trenching) <input type="checkbox"/> Building Footprint of all Proposed Structures Shown with Roof Overhangs and Slope Directions <input type="checkbox"/> Driveway, Parking Area(s), Paving, and Surface Materials <input type="checkbox"/> Patios, Porches, Decks, Terraces, Site Walls, Courtyards, Posts, Berms, etc. <input type="checkbox"/> Finish Floor Elevation of All Levels <input type="checkbox"/> Location and Maximum Heights of Retaining Walls <input type="checkbox"/> Location of Utilities and Proposed Trenching <input type="checkbox"/> Locations of all Improvements on Adjacent Parcels <input type="checkbox"/> Square Feet of Impervious Coverage <input type="checkbox"/> Areas of any Previous Site Disturbances <input type="checkbox"/> Location of Proposed Spa [if applicable] <input type="checkbox"/> Location of any Enhanced Landscape or Turf if Applicable <input type="checkbox"/> All Areas to be Revegetated <input type="checkbox"/> Vegetation and Trees to be Transplanted with New Locations	<input type="checkbox"/> Approximate Locations of All Existing Ground Covers, Shrubs, Thickets and Trees, with Specimens to be Removed Indicated	<p><b>EXTERIOR ELEVATIONS</b> Scale 1/4"=1'-0" or 1/8"=1'-0"</p> <input type="checkbox"/> Minimum of Four Full Elevations <input type="checkbox"/> Existing and Finish Grades <input type="checkbox"/> Plate Heights Relative to Existing (natural) Grade <input type="checkbox"/> Ridge Heights Relative to Existing (natural) Grade <input type="checkbox"/> Indication of All Exterior Materials <input type="checkbox"/> Guard Rails <input type="checkbox"/> Walls, Screens, Fences, etc., if Applicable <input type="checkbox"/> Fenestration and Window Composition <input type="checkbox"/> Contextual photos of adjacent homes, if possible <p><b>MODEL</b> Scale 1/8"=1'-0"</p> <input type="checkbox"/> Entire Homesite Modeled <input type="checkbox"/> Proposed Topography <input type="checkbox"/> Major Site Features <input type="checkbox"/> All Trees 6" d.b.h. and Larger <input type="checkbox"/> Massing of Proposed Structures Accurately Modeled <input type="checkbox"/> Glazing Modeled as Void <input type="checkbox"/> All Three Dimensional Elements Modeled <input type="checkbox"/> Satellite Dish and Other Mechanical Appurtenances <input type="checkbox"/> Label Identifying Homesite Number <input type="checkbox"/> Driveways and Other Paving <input type="checkbox"/> Roofs, Including Overhangs <p><b>ONSITE STAKING</b></p> <input type="checkbox"/> Setbacks Strung <input type="checkbox"/> All Structure Corners Staked and Labeled <input type="checkbox"/> All Trees to be Removed Marked and Labeled <input type="checkbox"/> Driveway Centerline Strung