

# **OTHER IMPROVEMENTS DESIGN REVIEW CHECKLIST**

## **(Use for Decks, Gazebos, Pools, Pool houses, Outbuildings, etc.)**

**APPLICATION**— Please include the following:

- ☐ Date Application Prepared
- ☐ Owner's name
- ☐ Mountain Springs Ranch Lot Number
- ☐ Mountain Springs Ranch Street Address
- ☐ Owner's contact information (address, phone number, email address)—(may NOT be the builder's info)
- ☐ Type of Improvement
- ☐ Builder's Name
- ☐ Builder's contact information (address, phone number, email address)
- ☐ Architect's Name (if applicable)
- ☐ Owner Signature
- ☐ Builder Signature (if applicable)
- ☐ Total Square Footage of the Proposed Structure stated as per proposed plan (must match)

### **SITE PLAN 1 paper copy and 1 electronic copy – *min scale 1"= 20'***

Please include the following information on your Property Survey:

- ☐ Owner's name
- ☐ Mountain Springs Ranch Lot Number
- ☐ Mountain Springs Ranch Street Address
- ☐ North Arrow and scale.
- ☐ Property lines with dimensions and bearings.
- ☐ Setback lines
- ☐ Easement lines
- ☐ Adjacent street names
- ☐ Proposed location of improvement

### **ARCHITECTURAL PLANS 1 paper set and 1 electronic set (if appropriate) – *minimum scale of 1/4"=1'-0"***

Please include the following information:

#### **FLOOR PLANS**

- ☐ Owner Name
- ☐ Mountain Springs Ranch Lot Number
- ☐ Mountain Springs Ranch Street Address
- ☐ Architect Name and Contact Information
- ☐ Date Drawn
- ☐ Interior rooms dimensioned and named
- ☐ All window and door openings shown
- ☐ Roof overhang with a dashed line
- ☐ Total square footage of structure
- ☐ Heated square footage of structure (Refer to your specific Unit Supplemental Declaration of Covenants, Conditions and Restrictions.)

#### **BUILDING ELEVATION**

- ☐ Front, rear and two side elevations.
- ☐ All elevations labeled and drawn according to scale
- ☐ Building Height specified on elevation from plate line to highest point on the structure
- ☐ Exterior finishes specified