

DEER CREST  
PRELIMINARY DOCUMENT CHECK LIST (PHASE I)  
12/15/16

Date \_\_\_\_\_

Lot number and street address: \_\_\_\_\_

Property owner's name, address, business phone #, residential phone #, fax # and email  
address \_\_\_\_\_

Name, address, telephone #, email address of the property owner's representative  
(Architect, General Contractor) \_\_\_\_\_

Pre Design on site meeting attendance    Owner Signature \_\_\_\_\_

Architect Signature \_\_\_\_\_

General Contractor \_\_\_\_\_

DC Architect Signature \_\_\_\_\_

DC Construction Coordinator Signature \_\_\_\_\_

**Design Review fee in the amount of \$6,500 must be submitted with the Preliminary Plan Package in order to initiate the design review process. The remaining amount of \$58,500 must be received before any construction can begin.**

	<b>Included</b>	
Design Review fee	\$6,500	<input type="checkbox"/>
Construction Coordination Fee	\$5,500	<input type="checkbox"/>
Security Deposit	\$3,000	<input type="checkbox"/>
Completion Deposit of (\$50,000 refundable after completion of DRC requirements)	\$50,000	<input type="checkbox"/>

**Note: Any excavation exceeding 2,500 cubic yards will be assessed an additional fee**  
(DCR to provide table of fee if 2,500 square yardage is exceeded)

**7.2 Item 5**        A preliminary meeting shall be held at the property with the DRC and Owner's Architect during DRC's preliminary plan review. The corners of the residence shall be staked and be provided with height indicators if requested by the DRC. DRC will review view corridors, height restrictions and site related concerns of the subject property at this meeting. When all documentation has been submitted and any revisions or additional requirements to the initial preliminary plan package required by the DRC are complete, the property owner will submit a Revised Preliminary Plan Package to the DRC. The DRC will conduct a final plan review and if possible, prepare a written approval of the preliminary plan package.

Please provide the following sheets for design review:

**Included**

**I. Property Survey / Existing Conditions**

A. Consultants/Engineers/ Licensed Surveyor

a. Name \_\_\_\_\_

b. License No. \_\_\_\_\_

B. Scale 1" = 20' -0"

C. Plan must include:

1. 2"-0" Contours

2. Natural Site features

3. Existing Vegetation

4. Utility "As Build" location on lot

**II. Site Clearing Plan**

A. Indicate all existing vegetation

B. Specifically note all existing 4" dia. or larger trees

C. Provide calculation of trees to be removed

D. Complete a design review on site meeting to verify existing conditions in the field / discuss preliminary design

1. Date Contacted \_\_\_\_\_

2. Person Contacted \_\_\_\_\_

3. Date of Scheduled Visit \_\_\_\_\_

4. Identify all trees over 4" dbh caliper

**III. Site Plan**

A. Scale: 1" = 20' -0" (min)

B. Show dwelling coverage and proposed limits of disturbance and erosion Details.

C. Show other impervious coverage

D. Dwelling Coverage sq footage \_\_\_\_\_ Impervious Coverage sf \_\_\_\_\_  
Total sf \_\_\_\_\_ (Footprint including eaves, overhands, outbuildings)

E. A fire control plan must be submitted indication the locations of a portable fire extinguisher, flammable material storage area and nearest site fire hydrant.

F. Indicate design locations of utility lines such as sanitary sewer, Water, electrical and Gas lines on Site or Utility Plan.

G. Show construction staging, dumpster and parking plans

<b>IV. Grading/Drainage Plan</b>	<b>Included</b>
A. Scale 1" = 20' -0"	<input type="checkbox"/>
B. Consultants/Engineers	
1. Provide the following names:	
1. Landscape Architect	<input type="checkbox"/>
Name _____	
License # _____	<input type="checkbox"/>
2. Civil Engineer	<input type="checkbox"/>
Name _____	<input type="checkbox"/>
License # _____	<input type="checkbox"/>
3. Geotechnical Engineer	<input type="checkbox"/>
Name _____	<input type="checkbox"/>
Contact Person _____	<input type="checkbox"/>
Phone # _____	<input type="checkbox"/>
Fax # _____	<input type="checkbox"/>
2. Attach Soils Engineer's report on your lot.	<input type="checkbox"/>
C. Site Plan Must Include	
1. Existing and proposed Contours	<input type="checkbox"/>
2. Finish Pad Elevation	<input type="checkbox"/>
3. Slopes with top and bottom elevations	<input type="checkbox"/>
4. Surface and sub-surface drainage with top of grade and invert/outlet elevations	<input type="checkbox"/>
5. Retaining walls with top and bottom elevations	<input type="checkbox"/>
6. Locations and mountings for site objects, planters, accessory buildings and walls	<input type="checkbox"/>
7. Surface drainage or paved area sloped as per Wasatch County standards.	<input type="checkbox"/>
8. Surface drainage of landscape and planted area Slope and swales.	<input type="checkbox"/>
9. Lots unable to meet the minimum surface drainage Systems must use a sub-surface drainage system (see Design Guidelines)	<input type="checkbox"/>

10. Provide estimated total of cubic yards of material to be removed from site for home construction 7.3.1.5 Design Guidelines

**V. Landscape Plan**

- A. Scale 1" = 20' -0"  
Plan must include: **Included**
- B.
1. Landscape designed by Landscape Architect or Irrigation Specialist
  2. List of new plant materials
  3. Site and location of plant materials
  4. Areas shown to be irrigated by spray   
Square footage of spray \_\_\_\_\_ (1600sf max)
  5. Areas shown to be irrigated by drip \_\_\_\_\_ (4500 sf max)
  6. Identify the replacement of 4" or larger trees that will be removed
  7. Landscape requirements must be complete before DRC approval

**VI. Slope Analysis Plan**

- A. Scale 1" = 20' -0"
- B. Plans must include the location of the following grades:
1. 0-10%
  2. 10-20%
  3. 20-25%
  4. 25-30%
  5. 30-35%
  6. 35+%

**VII. Site Cross Sections (Minimum of two)**

- A. Scale 1" = 10' -0"
- B. Plan must include:
1. Graphic Line of height allowed above natural grade by Deer Crest Design Guidelines
  2. Line of existing grade
  3. Property lines
  4. Building pad/envelope lines
  5. Roof pitch \_\_\_\_\_
  6. Special height restriction?

**VIII. Schematic Architectural Drawings**

**Included**

- A. Scale 1/4" = 1'-0"
  
- B. Plans must include the following:
  - 1. Allowable building sq footage per Deer Crest Design Guidelines \_\_\_\_\_  
Actual building sq footage \_\_\_\_\_
  
  - 2. Floor Plans
  
  - 3. Building Elevations, showing heights, finished floor elevations, exterior finishes and other materials in compliance with design guidelines. 
    - a. Main (facing home)
    - b. Back
    - c. Left Side (facing home)
    - d. Right Side (facing home)
  
  - 4. Materials List
  
  - 5. Location of Materials Called Out on Elevations
  - 6. Written specifications or detail notes on drawings covering specifications