



Preliminary Design Review Application 7 Checklist

Cabot Saint Lucia Architectural Design Committee

CONTACT:

Application Date _____ Date of Pre-Design Conf. _____

Date of ARC Meeting _____ LOT # _____ LOT SIZE _____

Neighborhood _____ Building Height _____

Total Gross Sq. Meters/Footage for all Buildings & Structures _____

Project Description: _____

Owner Information:

Name of Owner(s): _____

Full Address:

Email: _____ Phone: _____

Design Team:

Architect: _____ Firm: _____

Phone: _____ Email _____

License Number _____

Architect: _____ Firm: _____

Phone: _____ Email _____

License Number _____

Landscape Architect: _____ Firm: _____

Phone: _____ Email _____

License Number _____

Contractor: _____ Firm: _____

Phone: _____ Email _____

License Number _____

Other: _____ Firm: _____

Phone: _____ Email _____



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Submittal Requirement Checklist:

Submissions will be accepted after all information as noted in Section 4.7.1 of the Architectural Standards has been provided. Complete submissions are required seven days in advance of scheduled ARC meetings. Please refer to the ARC for meeting dates and any questions regarding submission requirements via email at info.arc@cabot.com.

Please use this form as a checklist to ensure you have included all submission items and have met the requirements of each document as detailed in Section 4.7.1 of the Architectural Standards. The following drawings are required for the preliminary design review package and may be uploaded to the ARC portal, sent via a secure document sharing platform, and/or digital files may be mailed or dropped off at the ARC offices.

Preliminary Design Submittal Checklist

<input type="checkbox"/>	Property Survey
<input type="checkbox"/>	Site Sections
<input type="checkbox"/>	Staking Plan**
<input type="checkbox"/>	Preliminary Design Review Application Form
<input type="checkbox"/>	Water and Energy Conservation Strategies
<input type="checkbox"/>	Location Map
<input type="checkbox"/>	Site Plan
<input type="checkbox"/>	Floor and Roof Plans
<input type="checkbox"/>	Schematic Elevations
<input type="checkbox"/>	Conceptual Landscape Plan
<input type="checkbox"/>	Other (as requested by ARC)

***Upon submission of preliminary design review documents for all Improvements, the Owner is to stake the corners of all proposed buildings, any proposed building additions and all other major Improvements and driveway centerlines. The preliminary design review submission will not be considered complete until the building footprint and driveway are staked.*

Contact: Rich Wagner
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