



CABOT

Pre-Construction Conference Request Form & Checklist

Cabot Saint Lucia Architectural Design Committee

LOT #:

DATE:

REQUESTED DATE FOR CONFERENCE

Prior to commencing construction (including but not limited to erecting a fence, delivering a trash container or portable toilet, and staging materials, etc.), the Contractor must meet with a representative of the ARC to review construction procedures and coordinate their activities within the Homesite, including the location of the construction office, storage sheds, material stockpiles, fire extinguishers, cement and paint clean out areas, trash containers, and providing a list of subcontractors. The following items are to be submitted to the ARC seven working days before the requested meeting date:

PRE-CONSTRUCTION CHECKLIST

- Copy of Building Permit
- Construction Compliance Deposit received _____/_____/_____
- One full set of Construction Drawings in digital format
- Construction Area Plan
- Temporary Construction Sign Design
- Contractor Emergency Contact Info

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