

FINAL SUBMITTAL CHECKLIST

Cassique Architectural Review Board • 7 Beachwalker Drive, Building #8 • Kiawah Island, SC 29455 • 843-768-3419 • 843-768-0517 (fax)

NOTE: Please check off each item as they apply. If any of the items on the list are not completely addressed and fully completed, the submittal will be considered incomplete and will not be included on the agenda for review.

- Completed Final Review Form
- Dimensioned site plan (1/8" = 1' 0" or 1" = 10' 0")
 - ___ Must show the building footprint including overall dimensions (depth and width) of the house and must demonstrate conformity with all required easements and setbacks.
 - ___ Any variances to established guidelines shall be clearly and specifically addressed in writing and highlighted on drawings. Variances will not be approved after construction begins.
 - ___ Driveways, guest parking, garage backup areas, and walkways must be located and appropriately dimensioned.
 - ___ Service yard, HVAC, and electric meter must be indicated.
 - ___ The following area calculations should be shown:
 1. Area of building footprint (all heated and unheated areas in square feet). This does not include roof overhangs of 2' or less.
 2. Area of all raised planters 3' above existing grade and porches.
 3. Total improvement surface area including driveway and walkways.
 4. Total area of high ground of lot in square feet.
 5. Total area of improvements expressed as a percentage of total lot high ground area (above current OCRM critical line).
- Grading and Drainage Plan (1"=10' 0" or 1/8"=1' 0")
 - ___ Must be prepared by a SC Registered Landscape Architect.
 - ___ Must show the roof plan.
 - ___ Final grading plan must show that trees and vegetation area not to be damaged by excessive fill.
 - ___ Must show all proposed grading (including landscape berms) and must demonstrate that drainage flow does not adversely affect adjoining property or roadside drainage swales.
 - ___ The plans must include a "note" for the contractor which states: "Final grading must be completed in such a way that it does not adversely affect drainage or vegetation on adjoining property or roadside swales."
 - ___ Must include spot elevations at all building corners, at the base of all stairs, at the garage door, and all corners of the driveways.
- Clearing and tree/understory protection plan
 - ___ The following areas must be noted: the clearing limits, the areas of dense understory growth, the areas where existing vegetation is to be preserved, and the areas where the existing grade will be disturbed.
 - ___ Must show storm water buffer and related drainage issues during construction.
 - ___ Must show the tree and understory protective fencing.
 - ___ Must show location for job material storage, construction dumpster, temporary toilet.
- Preliminary Schematic landscape plan (1/8" = 1' 0" or 1" = 10' 0")
 - ___ Must show tree analysis chart.
 - ___ Must show location of the house, driveway and walks with proposed landscaping concepts as intended to help integrate the building with its environment.
 - ___ Must indicate proposed budget for landscape and irrigation (not including structural hardscape fill). Figure to be based on \$.65 - \$1.25 per square foot of high ground and depending on the amount of existing vegetation preserved during construction.
- Color/Materials Samples
 - ___ Must have proposed colors of all exterior material including siding, trim, brick mortar, roofing, stucco, and lattice and shall be submitted on a 2' x 2' color sample board.
- Colored Elevation – Full Size
- Floor Plans (1/4" = 1" 0")
 - ___ Same as preliminary floor plan requirements.
 - ___ Must depict the layout and relationship of interior spaced for all levels of the proposed building.
- Exterior Elevations (1/4" – 1' 0")
 - ___ Must represent the flat plane view of all exterior sides of the proposed structure.
 - ___ All exterior materials must be accurately and fully depicted.
 - ___ Must show gutters and downspouts if proposed.

Every sheet submitted must be stamped and signed by the SC Registered Architect, Landscape Architect, or Engineer. Final Submittals are due at the ARB office by noon on the Friday prior to each ARB Meeting.